

CYNTHIA A. HARDING, M.P.H.  
Interim Director

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**BOARD OF SUPERVISORS**

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September 20, 2016

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

30 September 20, 2016

LORI GLASGOW  
EXECUTIVE OFFICER

**AUTHORIZATION TO ACCEPT GRANT AGREEMENT NUMBER 16-10148 AND FUTURE AGREEMENTS AND/OR AMENDMENTS FROM THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH TO SUPPORT THE SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM - EDUCATION PROJECT FOR THE PERIOD OF OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2020  
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

**SUBJECT**

Provide authorization to accept and implement a Grant Agreement from the California Department of Public Health and future agreements and/or amendments to support the Supplemental Nutrition Assistance Program-Education project for the period of October 1, 2016 through September 30, 2020.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Authorize the Interim Director of the Department of Public Health (DPH), or her designee, to accept and implement Grant Agreement (GA) Number 16-10148 (Exhibit I), from the California Department of Public Health (CDPH), in the amount of \$42,793,971 in United States Department of Agriculture (USDA) funding, to support DPH's participation in the Supplemental Nutrition Assistance Program-Education (SNAP-Ed) project for the grant period of October 1, 2016 through September 30, 2019.

2. Delegate authority to the Interim Director of DPH, or her designee, to accept future agreements and/or amendments that are consistent with the requirements of the CDPH GA that extend the term through September 30, 2020, at amounts to be determined by CDPH; reflect non-material and/or ministerial revisions to the agreement's terms and conditions; allow for the rollover of unspent funds

and/or redirection of funds; adjust the term of the award through March 31, 2021; and/or provide an increase or decrease in funding up to 25 percent above or below each grant term's annual base amount, subject to review and approval by County Counsel, review by the Chief Executive Office (CEO) Risk Management as needed, and notification to your Board and the CEO which may include significant contractual provisions required by the State that depart from standard Board approved language, including insurance and indemnification.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of Recommendation 1 will allow DPH to accept CDPH GA Number 16-10148 to support the SNAP-Ed project. As a local health department (LHD), DPH coordinates with local partners to improve the nutritional status and prevent obesity among California's low-income population. This funding will allow DPH to continue to implement comprehensive evidence-based obesity prevention strategies to achieve specific behavioral outcomes, including increased consumption of healthy foods, reduced consumption of less healthy foods and beverages, and increased levels of physical activity among Los Angeles County's low-income population.

SNAP-Ed is a federal/state partnership that provides nutrition education for individuals who are enrolled in or are eligible to enroll in the Supplemental Nutrition Assistance Program (SNAP). Effective October 1, 2008, SNAP became the new name for the Federal Food Stamp Program. In California, SNAP is known as CalFresh. This program issues monthly electronic benefits to needy families for buying food to meet their nutritional needs. The goal of SNAP-Ed is to improve the likelihood that persons eligible for SNAP will make healthy food choices within a limited budget and choose physically active lifestyles consistent with the current Dietary Guidelines for Americans and USDA Guidance.

The overall objective of DPH's SNAP-Ed project is to utilize nutrition education; physical activity promotion; and advancement of policy, systems, and environmental changes to reach low-income individuals and families where they live, learn, shop, and work. The project will aim to improve nutrition and physical activity opportunities among SNAP-Ed eligible populations that suffer disproportionately from obesity and chronic diseases related to diet and physical activity.

Approval of Recommendation 2 will allow DPH to accept future agreements and/or amendments that are consistent with the requirements of the CDPH GA to extend and/or adjust the term of the award, at amounts to be determined by CDPH; reflect non-material revisions to the award's terms and conditions; rollover unspent funds and/or redirect funds; and/or provide an increase or decrease in funding up to 25 percent above or below each term's annual base amount. This recommended action will enable DPH to accept future agreements and/or amendments that adjust the project period up to six months beyond the original term, in those instances where there has been an unanticipated extension of the term to allow additional time to complete services and utilize grant funding. This authority is being requested to enhance DPH's efforts to expeditiously maximize grant revenue, consistent with Board Policy 4.070: Full Utilization of Grant Funds.

### **Implementation of Strategic Plan Goals**

The recommended actions support Goal 2, Community Support and Responsiveness, and Goal 3, Integrated Services Delivery, of the County's Strategic Plan.

### **FISCAL IMPACT/FINANCING**

DPH will accept GA Number 16-10148 from CDPH for a three year term of October 1, 2016 through September 30, 2019, in the amount of \$42,793,971 in USDA funding passed through CDPH. Of this amount, \$14,264,657 is allocated annually and is comprised of \$4,191,529 to support personnel costs (salaries and benefits); \$550,948 to support non-capital equipment/supplies, materials, travel, building/space, and maintenance costs; \$8,698,125 to support various contracts for nutrition education, physical activity promotion, change advancement, media, and evaluation services; and \$824,055 to support indirect costs.

Funding for this award has been included in DPH's fiscal year (FY) 2016-17 Adopted Budget and will be requested in future FYs, as necessary.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Since 2005, DPH has accepted USDA funding through CDPH to encourage low-income Californians to increase consumption of fruits and vegetables and increase levels of physical activity with the goal of preventing obesity and other diet-related chronic diseases.

On September 18, 2012, DPH accepted and executed a GA from CDPH for the period effective October 1, 2012 through September 30, 2016, to support the Network LHD in implementing comprehensive local nutrition education and obesity programs in Los Angeles County. In federal FY 2015, Network LHD efforts resulted in direct nutrition education services provided to more than 150,000 children and 50,000 adults at diverse sites, including approximately 232 schools, 83 churches, 25 worksites, 18 peer-to-peer education sites, and 17 early child care sites. In addition, approximately 200 policy, systems, and environmental change projects were initiated or continued including improvements in food and beverage standards, continuation/expansion of community and school gardens, worksite wellness activities, school wellness policies, market makeovers, structured physical activity programs, active transportation initiatives, access to water in schools, restaurant menu improvements, and farm-to-school initiatives.

On October 2, 2015, CDPH's Nutrition Education and Obesity Prevention Branch (NEOPB) released a funding opportunity for LHDs to implement comprehensive SNAP-Ed programs for federal FYs 2016-19. NEOPB funds LHDs directly as health departments are responsible for promoting and protecting the health of California's diverse communities and provide leadership in the practice of public education and policy development.

On March 14, 2016, DPH released a Request for Proposals to select qualified agencies to partner with DPH to implement the Champions for Change-Healthy Communities Initiative funded by this GA. Selected contractors will utilize nutrition education, physical activity promotion, and advancement of policy, systems, and environmental changes coordinated with stakeholder engagement and partnerships to reach low-income individuals and families in multiple settings. The overall goal is to apply comprehensive evidence-based obesity prevention strategies to achieve specific behavioral outcomes including increased consumption of healthy foods, reduced consumption of less healthy foods and beverages, and increased levels of physical activity. DPH will return to your Board to request authorization to execute these contracts.

On June 6, 2016 CDPH issued GA Number 16-10148 to DPH. The GA includes indemnification language requiring the County to indemnify the State for all claims and losses related to the GA. This is a standard requirement of the State.

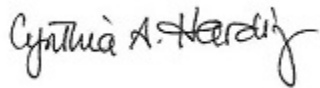
County Counsel has approved Exhibit I as to use. Attachment A is the Grants Management

Statement for grants exceeding \$100,000.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommended actions will allow DPH to continue to provide nutrition education and obesity prevention activities and interventions to improve nutrition and increase physical activity among SNAP-eligible populations throughout Los Angeles County.

Respectfully submitted,

A handwritten signature in cursive script that reads "Cynthia A. Harding".

Cynthia A. Harding, M.P.H.

Interim Director

CAH:vv  
BL#03691

Enclosures

c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors

**THE NUTRITION EDUCATION AND OBESITY PREVENTION PROGRAM**

**Awarded By**

**THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH, hereinafter “Department”**

**TO**

**County of Los Angeles, Department of Public Health, Nutrition Program, hereinafter “Grantee”  
Implementing the project, “Supplemental Nutrition Assistance Program - Education,”  
hereinafter “Project”**

**GRANT AGREEMENT NUMBER 16-10148**

The Department awards this Grant and the Grantee accepts and agrees to use the Grant funds as follows:

**AUTHORITY:** The Department has authority to grant funds for the Project under Health and Safety Code, Section 131085(a)(b).

**PURPOSE:** The Department shall provide a grant to and for the benefit of the Grantee; the purpose of the Grant is to provide SNAP-Ed allowable nutrition education and obesity prevention activities and interventions for low-income Californians. The focus of SNAP-Ed is health promotion to help the SNAP-Ed target audience establish healthy eating habits and a physically active lifestyle and for primary prevention of diseases to help the target audience who have risk factors for nutrition related chronic diseases, such as obesity, prevent and postpone the onset of disease by establishing healthier eating habits and being more physically active. The CDPH authority for these contracts is vested in the Federal-Healthy Hunger-Free Kids Act of 2010 (Public Law 111-296), Section 241, enacted on December 10, 2010, which established the Nutrition Education and Obesity Prevention Grant Program for eligible low-income individuals.

**GRANT AMOUNT:** The maximum amount payable under this Grant shall not exceed Forty-Two Million Seven Hundred Ninety- Three Thousand Nine Hundred Seventy-One dollars \$42,793,971.

**TERM OF GRANT:** The term of the Grant shall begin on October 1, 2016, or upon approval of this grant, and terminates on September 30, 2019. No funds may be requested or invoiced for work performed or costs incurred after September 30, 2019.

**PROJECT REPRESENTATIVES.** The Project Representatives during the term of this Grant will be:

<b>Department: California Department of Public Health, Nutrition Education and Obesity Prevention Branch</b>	<b>Grantee: County of Los Angeles, Department of Public Health, Nutrition Program</b>
Melinda Yu, Project Officer	Dipa Shah-Patel, Project Director
Address: 1616 Capitol Avenue Sacramento, CA 95814	Address: 3530 Wilshire Blvd., Suite 800 Los Angeles, CA 90010
Phone: 916-449-5448	Phone: 213-351-7864
Fax: Not Applicable	Fax: Not Applicable
E-mail: melinda.yu@cdph.ca.gov	E-mail: dshah@ph.lacounty.gov

**Direct all inquiries to:**

<b>Department: California Department of Public Health, Nutrition Education and Obesity Prevention Branch</b>	<b>Grantee: County of Los Angeles, Department of Public Health, Nutrition Program</b>
Attention: Noe Puente, Grant Manager	Attention: Noelene Kao, Grant Manager
Address: 1616 Capitol Avenue Sacramento, CA 95814	Address: 5555 Ferguson Dr. Suite 100-50 Commerce, CA 90022
Phone: 916-327-8267	Phone: 323-890-8671
Fax: Not Applicable	Fax: Not Applicable
E-mail: noe.puente@cdph.ca.gov	E-mail: nkao@ph.lacounty.gov

Either party may change its Project Representative upon written notice to the other party.

**STANDARD PROVISIONS.** The following exhibits are attached and made a part of this Grant by this reference:

Exhibit A	GRANT APPLICATION The Grant Application provides the description of the project and associated cost.
Exhibit B	BUDGET DETAIL AND PAYMENT PROVISIONS
Exhibit C	STANDARD GRANT CONDITIONS
Exhibit D	REQUEST FOR APPLICATION* Including all the requirements and Attachments contained therein <b>*Incorporated by reference and located:</b> <a href="http://www.cdph.ca.gov/programs/NEOPB/Pages/SNAP-EdFundingApplicationGuidanceFFY2017-2019.aspx">http://www.cdph.ca.gov/programs/NEOPB/Pages/SNAP-EdFundingApplicationGuidanceFFY2017-2019.aspx</a>
Exhibit E	ADDITIONAL PROVISIONS
Exhibit F	FEDERAL TERMS AND CONDITIONS

**GRANTEE REPRESENTATIONS:** The Grantee(s) accept all terms, provisions, and conditions of this grant, including those stated in the Exhibits incorporated by reference above. The Grantee(s) shall fulfill all assurances and commitments made in the application, declarations, other accompanying documents, and written communications (e.g., e-mail, correspondence) filed in support of the request for grant funding. The Grantee(s) shall comply with and require its contractors and subcontractors to comply with all applicable laws, policies, and regulations.

IN WITNESS THEREOF, the parties have executed this Grant on the dates set forth below.

Executed By:

Date: \_\_\_\_\_

\_\_\_\_\_  
Cynthia A. Harding, Interim Director  
County of Los Angeles, Department of  
Public Health  
313 North Figueroa Street, Room 708  
Los Angeles, CA 90012

Date: \_\_\_\_\_

\_\_\_\_\_  
Angela Salas, Chief  
Contracts and Purchasing Services Section  
California Department of Public Health  
1616 Capitol Avenue, Sacramento, CA 95814

**Nutrition Education and Obesity Prevention Branch**  
**FFY 2017-19**  
**Application Checklist**

<b>DATE OF SUBMISSION</b>	March 30, 2016
<b>ORGANIZATION NAME</b>	Los Angeles County Department of Public Health
<b>AGREEMENT NUMBER</b>	16-10148

<b>Plan Submission Contact Name:</b> Steve Baldwin	<b>Phone Number:</b> 213.351.7875
<b>E-mail Address:</b> stbaldwin@ph.lacounty.gov	

The following documents must be completed and submitted with this Application Checklist (Form 1). Email completed application by April 1, 2016 to NEOPBfiscalrequest@cdph.ca.gov. FFY 17 Budget, and FFY 17-19 IWP and Targeting Summary are to be completed within the California Department of Social Service's SNAP-Ed SharePoint Site.

**APPLICATION CONTENTS:**

**Application due March 11, 2016**

**Please Check**

Plan Submission Checklist	<input checked="" type="checkbox"/>
Contract <u>Grantee</u> Information Form (CIGIF)	<input checked="" type="checkbox"/>
Three Year Integrated Work Plan and Targeting Summary	<input type="checkbox"/>
Budget Workbooks for FFY 17, FFY 18, FFY 19	<input type="checkbox"/>
Letter of Agreement (if applicable)	<input type="checkbox"/> N/A
Request for Non-NEOPB Sponsored Travel (if applicable)	<input checked="" type="checkbox"/>

**PORTFOLIOS: (Please check the box for each Portfolio chosen.)**

**Please Check**

LIVE	<input checked="" type="checkbox"/>
LEARN (Ages 0-5)	<input checked="" type="checkbox"/>
LEARN (Ages 6-17)	<input checked="" type="checkbox"/>
SHOP	<input checked="" type="checkbox"/>
WORK	<input checked="" type="checkbox"/>

Please include a brief summary indicating which Portfolio(s) were used to guide the development of your activities, why these Portfolio(s) were chosen and any additional information used in your selection process:



**Nutrition Education and Obesity Prevention Branch****FFY 2017-19****Application Checklist**

All five of the Portfolios were used in guiding the development of our activities. Elements within each Portfolio were selected in order to maximize impact across multiple layers of the SEM, and to ensure alignment and synergy of nutrition education and policy, systems, and environmental change projects in our County.

## Nutrition Education and Obesity Prevention Branch

### Grantee Information Form

<b>Organization</b>	This is the information that will appear on your grant agreement cover.
<b>Organization</b>	Federal Tax ID # <u>95-6000927</u> Grant # <u>16-10148</u> Name <u>County of Los Angeles, Department of Public Health, Nutrition Program</u> Mailing Address <u>3530 Wilshire Blvd., Suite 800, Los Angeles, CA 90010</u> Street Address (If Different) _____ County <u>Los Angeles</u> Phone <u>(213)351-7889</u> Fax <u>(213) 351-2793</u> Website <u><a href="http://publichealth.lacounty.gov/nut/">http://publichealth.lacounty.gov/nut/</a></u>
<b>Grant Signatory</b>	The <b>Grant Signatory</b> has authority to sign the grant agreement cover. Name <u>Cynthia A. Harding</u> Title <u>Interim Director</u> <i>If address(es) are the same as the organization above, just check this box and go to</i> <input type="checkbox"/> <b>Phone</b> Mailing Address <u>313 North Figueroa Street, Room 708, Los Angeles, CA 90012</u> Street Address (If Different) _____ Phone <u>(213) 240-8156</u> Fax _____ Email <u>charding@ph.lacounty.gov</u>
<b>Project Director</b>	The <b>Project Director</b> is responsible for all of the day-to-day activities of project implementation and for seeing that all grant requirements are met. This person will be in contact with NEOPB staff, will receive all programmatic, budgetary, and accounting mail for the project and will be responsible for the proper dissemination of program information. Name <u>Dipa Shah-Patel</u> Title <u>Project Director</u> <i>If address(es) are the same as the organization above, just check this box and go to Phone</i> <input type="checkbox"/> Mailing Address <u>3530 Wilshire Blvd., Suite 800, Los Angeles, CA 90010</u> Street Address (If Different) _____ Phone <u>(213) 351-7864</u> Fax <u>(213) 351-2713</u> Email <u>dshah@ph.lacounty.gov</u>

## Nutrition Education and Obesity Prevention Branch

### Grantee Information Form

<b>Payment Receiver</b>	All payments are sent to the attention of this person at the designated address.	
	Name	County of Los Angeles Treasurer
	Title	
	<i>If address(es) are the same as the organization above, just check this box and go to Phone</i> <input type="checkbox"/>	
	Mailing Address	P.O. Box 1859, Sacramento, CA 95812
	Street Address (If Different)	
	Phone	(323) 890-8671
	Fax	(323) 890-8545
	Email	nkao@ph.lacounty.gov
<b>Fiscal Reporter</b>	The <b>Fiscal Reporter</b> prepares invoices, maintains fiscal documentation and serves as the primary contact for all related questions.	
	Name	Noelene Kao
	Title	Grant Manager
	<i>If address(es) are the same as the organization above, just check this box and go to Phone</i> <input type="checkbox"/>	
	Mailing Address	5555 Ferguson Dr. Suite 100-50, Commerce, CA 90022
	Street Address (If Different)	
	Phone	(323) 890-8671
	Fax	
	Email	nkao@ph.lacounty.gov
<b>Fiscal Signatory</b>	The <b>Fiscal Signatory</b> has signature authority for invoices and all fiscal documentation reports.	
	Name	Noelene Kao
	Title	Grant Manager
	<i>If address(es) are the same as the organization above, just check this box and go to Phone</i> <input type="checkbox"/>	
	Mailing Address	5555 Ferguson Dr. Suite 100-50, Commerce, CA 90022
	Street Address (If Different)	
	Phone	(323) 890-8671
	Fax	
	Email	
<b>Districts</b>	List the all <b>numbers</b> that your organization is under.	
		<b>Number</b>
	Assembly	53
	Senate	24
	Congressional	34

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

**County Name: Los Angeles County**

## **SECTION A: OVERVIEW**

### 1. SNAP-Ed Implementing Agency (counterpart local agency) Names

	California Department of Social Services: CDSS: (County Welfare Departments: CWD)
	University of California: UC CalFresh UCCE: (UC Cooperative Extension: UCCE)
X	California Department of Public Health: CDPH: (Local Health Department: LHD) – Los Angeles County Department of Public Health (LHD)
X	California Department of Aging: CDA: (Area Agency on Aging: AAA) – Los Angeles Area Agency on Aging (AAA)
X	Catholic Charities of California: CCC: (Catholic Charities of California: CCC) – Catholic Charities of Los Angeles (CCLA)

### 2. State Level Goals and Objectives

#### Overall State Level Goal and Focus

The California SNAP-Ed goal is to improve the likelihood that persons eligible for SNAP-Ed will make healthy food and physical activity choices within a limited budget consistent with the current *Dietary Guidelines for Americans* and *Physical Activity Guidelines for Americans*.

California SNAP-Ed focuses on preventing nutrition and activity-related chronic diseases and improving food security among persons eligible for SNAP-Ed by:

- Providing information and education to promote food resource management, healthy eating, and a physically active lifestyle, and
- Creating supportive food and activity environments in collaboration with community partners in order to make healthy choices easier where people eat, live, learn, work, play, and shop.

#### Behavioral Outcomes

#### **Goal 1: Increase Consumption of Healthy Foods and Beverages and Decrease Consumption of Unhealthy Foods and Beverages**

- **Objective 1a:** Annually improve the dietary quality of meals and snacks consumed by the SNAP-Ed eligible population consistent with the current *Dietary Guidelines for Americans*.
- **Objective 1b:** Annually increase consumption of fruits and vegetables among the SNAP-Ed eligible population.
- **Objective 1c:** Annually decrease consumption of added sugar from food and beverages among the SNAP-Ed eligible population.

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

#### Goal 2: Increase Physical Activity

- **Objective 2:** Annually increase physical activity among the SNAP-Ed eligible population consistent with the current *Physical Activity Guidelines for Americans*.

#### Goal 3: Improve Food Resource Management

- **Objective 3a:** Annually improve resource management behaviors<sup>[1]</sup> among the SNAP-Ed eligible population.
- **Objective 3b:** Annually increase food security<sup>[2]</sup> among the SNAP-Ed eligible population.

#### Physical & Social Environment Outcomes

#### Goal 4: Increase access to and/or appeal<sup>[3]</sup> of healthy dietary choices and decrease access to and/or appeal of unhealthy dietary choices where people eat, live, learn, work, play, or shop.

- **Objective 4a:** Annually improve<sup>[4]</sup> food environments at SNAP-Ed eligible sites.
- **Objective 4b:** Annually improve the proportion of healthy to unhealthy food environments in SNAP-Ed eligible communities.

#### Goal 5: Increase access to and/or appeal<sup>[3]</sup> of physical activity opportunities for SNAP-Ed eligible populations.

- **Objective 5a:** Annually improve<sup>[4]</sup> environments and opportunities for physical activity at SNAP-Ed eligible sites.
- **Objective 5b:** Annually increase physical activity opportunities and improved environments community-wide in SNAP-Ed eligible communities.

<sup>1</sup> Behaviors, such as reading labels, shopping with a list and comparing prices to maximize use of limited resources to support a healthy diet.

<sup>2</sup> Defined as not running out of food at the end of the month.

<sup>3</sup> Defined as availability, affordability, appropriateness to priority population, variety, quality, and marketing strategies such as placement, point of decision prompts, healthy defaults, and promotion.

<sup>4</sup> Defined as a combination of introducing healthy changes at new sites and deepening or maintaining changes at existing sites.

### 3. Jurisdiction Description

Los Angeles County (LAC) is one of the most geographically diverse counties in California, spanning more than 4,000 square miles of urban, suburban, and rural settings. According to the 2014 U.S. Census estimate, LAC is home to more than 10 million residents and is the most populous county in the United States. There are eight LAC service plan areas (SPA) comprising of 88 incorporated cities governed by mayors and city councils, 81 school districts governed by their school

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

boards and more than 100 unincorporated communities. Of the 2,343 census tracts in LAC, 707 (30.2%) census tracts are SNAP-Ed eligible ( $\geq 50\%$  residents living in households with incomes  $\leq 185\%$  FPL) based on all races data. Of the 2,283 schools in LAC, 1,736 (76.1%) are SNAP-Ed eligible.

#### Demographics

Of LAC's roughly 10 million residents, 3,637,604 (37.4%) are SNAP-Ed eligible (income  $\leq 185\%$  FPL). Of the SNAP-Ed eligible population in LAC, 49.3% are children  $< 6$ , 47.8% are youth ages 6-17, 34.1% are adults ages 18-64, and 33.4% are seniors  $> 65$ . Of the SNAP-Ed eligible population in LAC, 64.2% are Hispanic, 15.4% are Caucasian, 9.7% are Asian, 9.1% are African American, 0.2% identify as American Indian/Alaska Native, 0.2% as Native Hawaiian/Other Pacific Islander, 0.2% as another race, and 1.1% identify as multiracial. The majority of LAC's SNAP-Ed eligible population is either English or Spanish speaking (or bilingual).

#### Food Security & Food Assistance Programs

Food insecurity is a significant and growing concern in LAC. 14.7% of residents experience some type of food insecurity. Predictably, the problem is more severe among lower income populations, with 41% of households living at or below 100% FPL experiencing some form of food insecurity and 19% of households in poverty experiencing very low food security (disrupted eating patterns and reduced food intake). Lack of access to safe, nutritious, quality and affordable food has significant impacts on health including impaired development in children, increased risk for mental health conditions in adolescents, and malnutrition and worsened medical conditions in seniors. Despite high rates of eligibility, only 32.4% of eligible residents are enrolled in CalFresh (1,178,282 residents). Although federally funded food assistance programs can support residents struggling with food insecurity, participation rates remain low.

#### Health Outcomes & Health Behavior

The average weight of adults and children has increased in LAC in the past decade which has contributed to increases in obesity-related chronic illnesses continue to rank among the top ten leading causes of premature death in LAC, including heart disease, stroke, diabetes, colorectal cancer, and hypertension. The adult overweight/obesity prevalence in LAC is 63.4% overall and 70.5% in SNAP-Ed eligible adults. Poor diet contributes to the obesity epidemic in LAC. According to results from the 2011 Los Angeles County Health Survey, only 16% of adults report eating five or more servings of fruits and vegetables in the past day. Only 57.3% of youth ages 2-17 consume 2 or more servings of fruits per day. Sixty-seven percent of all adults and 73.1% of SNAP-Ed eligible adults report consuming fast food 1 or more times in the past week and 80.5% of youth ages 2-17 reporting fast food consumption one or more times in the past week. Thirty-six percent of LAC adults report drinking at least one soda or sugar sweetened beverage (SSB) per day. Regular physical activity contributes to positive health outcomes, reducing the risk of chronic conditions such as obesity, heart disease, and diabetes. Despite the health benefits and recent increases in percentage of adults meeting recommended physical activity guidelines, only 15.7% of youth ages 2-17 are physically active for at least one hour each day and 26% of adults report minimal to no physical activity. Sedentary behavior is more prevalent among lower income populations and among seniors, 50% of whom are sedentary.

#### Health Environment

Individual health behavior is heavily impacted by the health environment, which can facilitate or inhibit positive healthy nutrition and physical activity behavior. Only 64.8% of adults in LAC can always find fruits and vegetables in their neighborhood. The rate decreases substantially for SNAP-Ed eligible adults, only 32.5% of whom can always find affordable fruits and vegetables in their neighborhood. Of adults reporting that it is somewhat or very difficult to access fresh produce,

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

77% state that this is because produce is too expensive, 43% state that this is because the quality of produce where they shop is poor, and 28% state that fresh produce is not available at all in their neighborhood stores. LAC has a relatively low number of recreational facilities (n= 7.3) per 100,000 residents but the percentage of children and teens (ages 1-17 years) who have a park or open space within walking distance is above the state rate at 86.2% and 84.7%, respectively. Fifty-two percent of adults in LAC report using walking paths, parks, playgrounds, or sports fields in their neighborhoods, 34% of adults report that they do not use these resources, and 14% reported that their neighborhood does not have these assets. Only 62% of residents living in poverty report having well-maintained streets and sidewalks and adequate lighting in their neighborhood as compared to 71% of residents with higher household incomes.

#### Nutrition Education and Policy, System, and Environmental Change Strategy (PSE) Efforts

A context scan of PSE strategies and nutrition education programs for obesity prevention was conducted in FFY 2015. A total of 111 PSE and 70 nutrition education programs were implemented in LAC. Fifty-two percent of PSE programs and 48% of nutrition education programs catalogued were county-wide efforts. At least \$209,871,248 was invested in PSE and nutrition education programs in LAC. Major funders of this work outside of SNAP-Ed funding included First 5 LA, Centers for Disease Control and Prevention, The California Endowment, and Kaiser Permanente investing in a total of 63 PSE programs and 13 nutrition education programs combined. PSEs were implemented by a wide range of organization types, though the majority of programs were operated by nonprofit organizations and community-based organizations as well as government agencies and their subcontractors. There was a relatively even split between environmental (68), systems (64), and policy (57) focuses with most policy strategies focusing on organizational (33) or regulatory policy (32). 58% of the PSE programs implemented a combination of policy, systems, and environmental strategies with 21 programs implementing all three types in one strategy. Most PSE programs did not target a particular demographic with only 21 programs identifying a target age group [children and youth (4); children and adults/families (9); adults or parents (6); seniors (1); all ages (1)] and only 13 identifying a target ethnic group [Hispanic/Latino (3); Asian/Pacific Islander (4); Multiple Ethnicities (6)]. The majorities of programs had a PSE focus of nutrition (52) [physical activity (24); both nutrition and physical activity (35)]. Eighty-one PSE programs target increasing access to healthy food and beverages, 28 target decreasing access to unhealthy foods and beverages, and 56 target increasing access to physical activity opportunities. The majority of nutrition education programs are run by nonprofit and community-based organizations (34), clinics/health service providers/insurance companies (19), or government agencies and subcontractors (10). Of the 70 nutrition education programs, 47 identify a target age group [children and youth (10); children and adults/families (21); adults (8); seniors (3); all ages (5)] and 30 identify a target ethnic group [Hispanic/Latino (15); African American (1); Asian/Pacific Islander (2); Multiple ethnicities (12)]. The majority of nutrition education programs were held in community centers (41), clinics (20), and schools (18). Topics for nutrition education programs were varied [promoting a healthy weight (49); fruit and vegetable consumption (42); food shopping/preparation (41); MyPlate (7); Other (27)].

#### City of Pasadena and Long Beach

While the cities of Pasadena and Long Beach are geographically located within the boundaries of Los Angeles County, they are unique because they are two of three cities in the state of California that maintain their own independent public health department. Both public health departments receive SNAP-Ed funding, and have developed individual work plans to capture their efforts to provide nutrition education and employ obesity prevention strategies to reach a low-income audience. Los Angeles LHD communicates and collaborates with Pasadena and Long Beach LHDs on various programmatic activities, including the County Nutrition Action Partnership (CNAP) for the County.

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

#### 4. Community Assessment

LHD gathered jurisdictional information and related data in part from the SNAP-Ed County Profiles prepared by CDPH for LAC. This includes a variety of data sources such as American Communities Survey (ACS) estimates, Department of Social Services CalFresh Annual Trends data, the California Health Interview Survey, Feeding America Map the Food Gap, and Food Insecurity in Your County. In addition, LHD used the Census Bureau's ACS Public Use Microdata Sample (PUMS) files to create custom tables to identify target audiences and related demographic information for the SNAP-Ed eligible population. Additional data for relevant point estimates used in strategic program planning include results of the Los Angeles County Health Survey (randomized digit dial phone survey using Computer-assisted telephone interviewing (CATI) system to gather data on approximately 8,000 households), and other related sources. CX3 assessments were conducted in FFY 2013-2014 providing contextual neighborhood characteristics for mobilization and engagement of communities for the purpose of community engagement and selection of PSE. Results of assessments indicated ongoing challenges in LAC related to access to and consumption of recommended amounts of healthy foods as well as access to opportunities for physical activity.

Subcontracted agencies will engage in formative evaluation, conducting community assessments for targeted intervention strategies to meet the needs of their local community.

Related to Media, LACDPH will utilize the same data sources to plan and coordinate community events and county forums with other partners to ensure delivery of synchronized messaging. The CNAP will be an integral part of this effort in using the associated data as well, to ensure effective partnerships in achieving all goals and objectives.

AAA conducted the following needs assessments of older adults, age 60 and older and identified food insecurity (number one) and the access to and consumption of fruits and vegetables (number three) are the major issues for older adults in the community. The focus of SNAP-Ed program will target culturally diverse low-income older adults at or below 100% FPL or 185% FPL who frequent Older Americans Act nutrition sites in LAC. AAA will provide SNAP-Ed programming to 37 qualified sites comprising of but not limited to community centers, senior centers, senior housing, churches, and Parks and Recreation centers, in low income concentrated areas.

The context scan discussed in the "Nutrition Education and Policy, System, and Environmental Change Strategy (PSE) Efforts" section above also yielded critical information about PSE and nutrition education implementation in LAC that can be leveraged to shape programmatic decisions. A need was expressed for regular tracking of PSE and nutrition education investments in the region (SNAP-Ed and other investments) and for building an infrastructure for self-assessment and feedback from community partners on quality of coordination and best practice dissemination. Another identified issue was the need to prioritize and provide guidance on specific, effective PSE and nutrition education strategies (recommended 3-5 PSE strategies), enabling higher synergy among efforts and maximizing impact (suggested strategies included healthy retail and restaurants, reducing access and consumption of SSBs, increasing access and improving quality of parks and open spaces), with LHD serving as a "clearing house" and technical assistance provider for community partners in regards to evidence based PSE strategies and nutrition education. A major theme in the findings was the need for LHD to facilitate and convene collaboratives of large institutional partners and local



## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

community-based organizations and disseminate data and information in a timely and strategic manner. These needs can be addressed through collaborative efforts, particularly through collective impact-type activities spearheaded by LHD (more details below). An additional finding was an expressed need for LHD to provide strategic funding and guidance to community partners allowing for enhanced sustainability of efforts, promoting collaboration, and convening funders to promote synergy across efforts. Lastly, the context scan results suggest that LHD should promote innovation and strive to lead the field for systems approaches to addressing obesity in LAC. All findings were considered through the subcontracting and program development process to ensure lessons learned from past grant cycles would be applied to future programming.

#### 5. Community Change Goals

In LAC, the high rates of overweight and obesity mirror national trends, demonstrating the impact of chronic disease conditions associated with poor nutrition and physical inactivity. A county-wide goal established by the Community Health Improvement Plan 2015-2020 seeks to reduce obesity rates by 2% for both adults and for children by 2020. In order to contribute to LAC's broad efforts to achieve this goal, LIAs are seeking broad community change in five priority areas:

- 1) ***Promote healthy and safe community environments that support healthy nutrition and physical activity.*** This goal will be pursued by increasing the number of communities that implement policies, programs, and practices that improve nutrition and physical activity throughout the life cycle and across sectors. LAC entities will increase its engagement with local public institutions, businesses, and community-based organizations to improve access to and demand for healthy food and beverage options. LAC will also pursue public education efforts to promote increased consumption of fruits, vegetables, and water while encouraging smaller portion sizes and reduced consumption of sugary beverages and sodium. PSEs including Farm to Institution, behavioral economic strategies, organizational policies that increase healthy food and beverages and/or increase physical activity, healthy retail, urban agriculture, healthy jurisdiction plans, active transportation, and healthy park plans will be implemented in SNAP-Ed eligible census tracts to ensure that efforts to improve environments are targeting low-income, underserved communities. \
- 2) ***Improve regional capacity to help community members understand basic health information and empower them to make healthy decisions regarding nutrition and physical activity.*** This goal will be pursued by developing and utilizing evidence-informed or evidence-based, accessible and actionable health education materials and health messages. Educational efforts will raise individual capacity for improved health behaviors. Additionally, efforts will increase demand for and help sustain PSE changes. SNAP-Ed direct and indirect education will be delivered in a range of settings where people live, learn, work, eat, play and pray to increase the dose of the interventions, helping to further this community goal. Champions for Change communications and media campaigns will help disseminate nutrition and physical activity messaging and raise awareness about community PSE changes.
- 3) ***Increase health equity in the LAC.*** Health equity will be achieved by strengthening organizational capacity to implement health equity initiatives, generating and disseminating data and reports on the social determinants of health and health disparities, providing information that helps inform policy efforts, engaging stakeholders and key partners in addressing disparities in obesity, and building capacity of community members to identify and address issues they deem most critical. Through work with subcontracted agencies, LHD will leverage innovative nutrition education delivery

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

and PSE-implementation models that promote community engagement including the Youth Participatory Action Research (YPAR) and Community Based Participatory Research (CBPR) models. The most vulnerable communities will be targeted for intervention with special attention paid to the alarming prevalence of food insecurity in the county.

- 4) ***Increase application of and contribution to obesity-prevention evidence-base.*** LAC will evaluate efforts and disseminate findings in order to continuously improve regional work and ensure interventions are maximally effective as well as to make broader contributions to the field. A robust and multi-tiered SNAP-Ed evaluation plan will generate actionable data that can be used for program improvement, to make targeted investments, and for the purpose of best practice dissemination.
- 5) ***Increase integration and strengthen nutrition education and chronic disease prevention efforts in health systems.*** Agencies working on obesity and related chronic disease prevention efforts will engage health care settings, providing guidance, training, technical assistance, and creating linkages between health systems and community resources in order to strengthen health care provider capacity to deliver obesity related nutrition information and food security resources to patients as needed. Among these efforts, priority will be given to developing and implementing approaches for ensuring food security among LAC's low-income population. This priority will be addressed through collaborative efforts in County Nutrition Action Partnership (CNAP) and other internal LHD programs and partners.
- 6) ***Increase collaboration and enhance synergy among obesity prevention efforts in LAC.*** Through local SNAP-Ed implementation, partnerships and coalition building will be a driving principle and required activity for agencies subcontracted by LHD. LIA partners will work to identify and convene key institutional stakeholders, working toward increased information sharing, established shared monitoring and evaluation strategies, and enhanced alignment of programmatic activities.

#### 6. Partnerships and Collaborative Efforts [County Nutrition Action Plan (CNAP) Partners or comparable]

LHD, CCLA, and AAA will engage in strategic partnerships with public, private, and nonprofit entities, leverage LAC's capacity, resources, and existing efforts to achieve the change goals stated above and ensure that the impact is sustained over time.

To learn about the stated needs of potential collaborative partners, LHD conducted key informant interviews in the Spring of 2015. Of the twelve identified key informants nine accepted interview requests and participated in a thirty minute to one hour semi-structured interview. Participants represented a cross section of perspectives from organizations focused on public health advocacy, health care service delivery, direct health education services, public policy and intergovernmental collaboration addressing public health concerns. The interview consisted of twelve questions covering the respondent's role in relation to obesity prevention within the county, depth of knowledge in this arena, awareness of collaboratives, existing partnerships and opportunities and challenges relating to development of a countywide coalition. Broad sentiment towards development of a county-led obesity prevention coalition indicated that LHD may be an ideal entity to spearhead collective impact work by driving community investments, identifying needs and unifying and aligning efforts. Several anticipated challenges were voiced including fatigue given the number of existing collaboratives, concerns with addressing needs of such a large, diverse population and

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

limited sustainability infrastructure. Many respondents reiterated the importance of having specific aims and defined target outcomes. Yet there was significant variation in responses when asked to identify niches that could be filled.

Leveraging these findings and lessons learned from existing activities, LHD plans to spearhead collaborative efforts through the following strategies:

#### *County Nutrition Action Partnership*

LAC CNAP task force will meet 4-6 times annually and will consist of agencies that are both Food and Nutrition Service (FNS) funded as well as unfunded that serve the low-income population in food and nutrition related education, assistance, and physical activity programs and promotions. The goal of CNAP is to coordinate and leverage nutrition messages, education, and services between United States Department of Agriculture (USDA) funded nutrition assistance programs and other applicable agencies in the county to increase food security and health in the target population. LAC specific scope of work, objectives and strategic plan was developed with the goal of increasing access to healthy foods, beverages and physical activity for the target population. LAC CNAP member agencies include: LHD, AAA, CCLA, Long Beach Department of Public Health, Pasadena Department of Public Health, Los Angeles Unified School District (LAUSD), UC Cooperative Extension (EFNEP), 211, Department of Public Social Services (DPSS), Child & Adult Care Food Program (CACFP), Women, Infant and Children (WIC), LA Regional Food Banks, Restaurants, California Food Policy Advocates, Farmer's Markets, Hunger Coalition LA, Eat Fresh, L.A. Kitchen, Maternal Child and Adolescent Health (MCAH) and others as applicable. CNAP will focus efforts on addressing food insecurity through expanding awareness of emergency food programs and increasing participation in food assistance programs. Initial programmatic efforts will focus on expanding participation in the Summer Meals Program.

#### *Existing Collaborative Efforts*

As evidenced by the results of the Context Scan discussed above as well as the results of our key informant interviews, there are many ongoing collaborative efforts addressing obesity-related issues in LAC. To deepen relationships with stakeholders, share resources and information, and to ensure that stated community change goals are represented in these efforts, LIAs will participate in collaboratives and initiatives that are strategically aligned with local SNAP-Ed objectives and activities. In particular, LIA partners have explored partnerships in the following efforts: an LAC-wide gleaning initiative, Department of Public Health Healthy Retail Workgroup, the Healthy and Sustainable Inglewood Collaborative, California Hunger Action Coalition, Hunger Action LA, SPA Office-led collaborative efforts, community-based food bank networks, faith-based health collaborative efforts, and others. Engaging in these efforts will be critical, not only to advance obesity prevention goals but to ensure that as LHD continues to develop the infrastructure for a county-wide collective impact-type obesity prevention project, the relationships and partnerships will be well established and the strategic value add for participation in the project will be clear for stakeholders.

#### *Encouraging Partnership through SNAP-Ed activities*

Partnerships will be cultivated and utilized to strengthen NEOP activities. Partnerships will be encouraged through the subcontracting process and coalition building will be required in funded partner scopes of work. Additionally, partner programs and related grant projects within the Department of Public Health include Policies for Livable, Active Communities and Environments (PLACE) program, Injury and Violence Prevention Program, Tobacco Control and Prevention Program, Substance Abuse Prevention and Control, CDC funded Sodium Reduction Initiative and Diabetes Prevention Program will be engaged for their content

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

expertise, cross-promotion opportunities, and collective impact potential. External partners, including LA Food Policy Council, American Heart Association, Kaiser Permanente, and Asian Pacific Islander Obesity Prevention Alliance, will also be engaged to enhance PSE work.

#### *Building toward Collective Impact*

LHD will lead efforts to build infrastructure and partnerships to support an obesity prevention collective impact project in LAC.

#### Collective Impact Key Elements:

- 1. Common Agenda:** LHD will work with LIA and other strategic partners to refine and hone in on an obesity prevention agenda that will best meet the needs of SNAP-Ed eligible populations in LAC. LIA partners will promote this unified agenda, particularly with funded partners and entities engaged in PSE work in order to ensure that all SNAP-Ed activities support this agenda.
- 2. Shared Measurement:** LIAs and funded partners will vet and use the same, or aligned evaluation methods and tools. When additional partners are brought into the collective impact initiative, those evaluation plans will be expanded and applied with other programmatic activities in LAC. Using the same frameworks and assessments for formative, process, and outcome evaluation (evaluation plans discussed in more detail below) will provide initiative-wide data that can be leveraged for best practice development, continuous improvement, impact assessment, and dissemination of results to a wide range of stakeholders.
- 3. Mutually Reinforcing Activities:** LHD will play a strong role in identifying synergies, coordinating joint action, and promoting partnerships to maximize impact. The work plan will act as a scaffolding to promote programmatic alignment, but ongoing technical assistance and guidance from LHD will ensure that programmatic activities are not only aligned, but are intentionally supportive of one another.
- 4. Continuous Communication:** LHD will work with LIA partners, subcontractors, and other strategic partners that join the effort to ensure ongoing communication regarding programmatic updates, recent research and relevant data sources, and best practice dissemination. LHD will facilitate regular meetings and calls, creating more opportunities for partners to work collaboratively.
- 5. Backbone Support:** LHD will take a leadership role in creating supportive infrastructure for a collective impact-like initiative. LHD will provide meeting space, meeting facilitation, and serve in a knowledge management/information dissemination capacity. In order to successfully take on this role, LHD will 1) Guide vision and strategy toward achieving community change goals with all local SNAP-Ed partners; 2) Support aligned objectives by making connections and encouraging collaborative problem solving and program implementation; 3) Establish shared measurement practices by sharing evaluation tools and methods, providing technical assistance, reinforcing the use of shared measurement tools, and disseminating evaluation results to stakeholders; 4) Build public will and advance initiative goals by using LHD research and data to educate and inform local decision makers and community stakeholders, promote obesity prevention efforts through local conferences, presentations, and media; 5) Leverage local funding of obesity prevention programs by facilitating collaborative efforts.

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

#### 7. Key Messages (X all that apply).

x	Food Safety	x	Physical Activity	x	Fiber-Rich Foods
x	Whole Grains	x	My Plate-Healthy Eating Plan	x	Fat-Free & Low-fat Milk or Equivalent (& Alt. Calcium Sources)
x	Fruits & Vegetables	x	Limit Added Sugars or Caloric Sweeteners	x	Other ( <i>specify</i> ): Portion Size
x	Fats and Oils	x	Food Shopping/ Preparation		Other ( <i>specify</i> ):
x	Lean Meat & Beans				
x	Sodium & Potassium				
x	Promote Healthy Weight				

#### 8. Educational Materials, Resources and Curriculum

All curricula and materials used will be from the approved USDA SNAP-Ed Connection website, and/or FFY 2016 USDA approved UC CalFresh, California Department of Aging, California Department of Social Services, Catholic Charities of California or the CDPH Nutrition Education Obesity Prevention Branch (NEOPB) Approved Nutrition Education Materials list. All curricula and materials will be defined and appropriate for the target audience identified in Section B: Target Audience Description of this document.

#### 9. Intervention and Evaluation Plan Narrative Summary [Not to exceed 8 pages]

##### INTERVENTION PLAN

In order to achieve population level changes in health behavior and health outcomes, the policies and environments that influence behavior must be addressed alongside knowledge and awareness in multiple dimensions simultaneously. LIAs implementing SNAP-Ed interventions in LAC will seek to maximize impact through a “population dose” approach, consisting of multi sector interventions that address obesity at all layers of the social ecological model (SEM). A streamlined set of institutional and environmental PSE strategies combined with direct and indirect education strategies designed to promote and reinforce PSE efforts and a strong emphasis on collaborative efforts will ensure that programmatic elements are mutually reinforcing, working together to deepen impact.

The SNAP-Ed implementing agencies, LHD, AAA, and CCLA, will collaborate to deliver multi-level SNAP-Ed programming in a variety of settings to increase access to and consumption of healthier foods and beverages, increase access to and engagement in physical activity, and improve food resource management in low-income communities throughout the county. LHD, AAA, and CCLA will reach low-income individuals where children, adults, and seniors eat, live, shop, learn, work, play, and pray. While LIAs will work together to coordinate and align PSE efforts, share resources and information, and collaborate to address the high

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

level of food insecurity in LAC, each LIA will take an individualized approach to address the aforementioned community change goals with their respective communities and target populations.

#### **Los Angeles County Department of Public Health (LHD)**

LHD will draw from the three core functions of public health to support the implementation of SNAP-Ed in the county, locally known as the Champions for Change- Healthy Communities Initiative, including assessment, policy development, and assurance. LHD will implement essential public health services including 1) utilizing existing data sources and conducting additional needs assessments to support effective SNAP-Ed delivery 2) informing, educating, and empowering SNAP-Ed eligible individuals to make healthy choices within limited budgets, 3) mobilizing community partnerships, 4) developing policies that support obesity prevention efforts 5) promoting federally funded food assistance programs to SNAP-Ed eligible individuals, 5) assuring a competent workforce to support PSE implementation, and 6) evaluating the effectiveness of SNAP-Ed programs and PSE efforts.

To support the Champions for Change Healthy Communities Initiative, LHD will select subcontracted agencies to execute PSE strategies, nutrition education, and physical activity promotion across the county in communities demonstrating high need (obesity prevalence; proportion of SNAP-Ed eligible individuals in the jurisdiction, etc). Interventions will focus on facilitating healthy behaviors in the following ways: increasing access to fresh fruits and vegetables in a range of environments; establish policy and/or build environment change to support consumption of healthy food and beverages; policy and/or built environment change to support increased physical activity; and increasing access to urban agriculture opportunities. Subcontracted agencies are encouraged to select strategies, including the selection of specific direct and indirect education, to enhance synergy across activities at the individual, institutional, and environmental layers of the SEM. Synergy can be created either by adopting a mix of strategies that target different outcomes adopted in the same environment or by selecting strategies that target the same outcomes and adopting in different environments and at different layers of the SEM. Subcontractors will also be encouraged to adopt a network model to partner and site selection so that strategies can be scaled across multiple sites that have centralized administration or decision making.

Each subcontracted agency will select from a menu of institutional level and environmental level PSE strategies that enables them to address the aforementioned broad intervention categories. At least one strategy will be selected from four institutional level options:

- Facilitating procurement of fresh fruits and vegetables including locally sourced produce from local farms, community gardens, and/or gleaning programs at qualifying sites (SNAP-Ed allowable examples include: Farm to Fork, Farm to School, increasing produce for sale at local corner store markets);
- Implementing behavioral economics strategies (SNAP-Ed allowable examples include: Smarter Lunchroom Movement, market makeovers, healthy vending machines);
- Developing, expanding, and/or implementing organizational policies that increase healthy food and beverages and/or increase physical activity at qualifying sites (SNAP-Ed allowable examples include: school wellness policy, food pantry procurement and distribution policy); and
- Building and implementing community edible gardens at qualifying sites that include a produce distribution plan (SNAP-Ed allowable examples include community edible gardens, school edible gardens).

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

At least one strategy will be selected from four environmental level options:

- Establish food hub, purchasing plan, supply chain distribution change, or other projects/plans that improve availability of affordable, fresh fruits and vegetables for retailers, schools, and/or other food providers in qualifying jurisdictions.
- Establish a healthy parks plan (city ordinance, parks and recreation master plan, or other similar plan) that improves healthy food and beverage availability, water access, pedestrian and bicycle access, and/or other opportunities for physical activity within parks, trails, and green spaces in qualifying jurisdictions.
- Establish active transportation policies (Complete streets, Safe Routes to School, or similar policies that increase opportunities for physical activity in qualifying jurisdictions, prioritizing improvements in low-income neighborhoods.
- Establish a plan (zoning ordinance, and or other land-use policy) that will encourage/require greater density of community gardens and/or urban agriculture in qualifying jurisdictions, while prioritizing open vacant lot transformation in low-income neighborhoods.

The number and distribution of strategies outlined above will be determined by a competitive Request for Proposals. Regardless of strategies selected, all subcontractors will follow the same methodology to achieve results at the individual, institutional, environmental layers of the SEM.

#### *Individual Layer*

- Conduct formative research (e.g., focus groups, surveys, etc.) among target population to determine needs and interest in topics related to healthy eating, physical activity, and food resource management and determine linguistic and culturally specific needs.
- Create a nutrition education and/or physical activity plan that includes: a) Service delivery model, b) SNAP-Ed approved curricula, c) Necessary printed materials, resources, and equipment, and d) Description of how education classes are integrated into institutional and environmental layer PSE strategies.
- Promote classes within institutional settings, as well as within SNAP-Ed eligible settings (e.g. WIC clinics, CalFresh enrollment offices, qualifying schools, qualifying community centers, etc.).
- Conduct a minimum of 150 nutrition education and/or physical activity classes at qualifying institutional sites.

#### *Institutional Layer*

- Conduct community assessments and formative evaluation to identify community needs, inform PSE activities, and engage community members to support PSE change.
- Develop a plan for improving nutrition and/or physical activity practices, standards, and access in the qualified settings. This includes: a) Proposed institutional PSE strategies; b) Selection of approved baseline assessments needed and how they will be conducted (e.g. surveys, photovoice, interviews, etc.); c) Selection of approved program activities that garner support and inform community about PSE changes.
- Convene community and institutional stakeholders and facilitate task force/committee meetings to support the implementation of selected PSE strategies, including: a) Review baseline summary report b) Review best practices for selected PSE strategy(ies) c) Coordination of staff training regarding PSE implementation, community engagement, and programmatic activities to support PSE.

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

- Promote PSE key programmatic activities and achievements to stakeholders and target audience (e.g., newsletters, email blasts, bulletin boards, community events, etc.) to garner support and identify additional partners and champions for PSE implementation, and to promote related direct and indirect education activities.
- Develop a sustainability plan to ensure viability of PSE change beyond the grant period, which includes but is not limited to: a) Expansion of current relationships and partnerships; b) Seeking and securing funding for continued implementation of PSE strategy(ies).
- Monitor progress of all PSE projects utilizing the RE-AIM Framework, including baseline and follow-up assessments, and participate in any other evaluations as requested by LHD.

#### *Environmental Layer*

- Conduct community assessments and formative evaluation to identify community needs, inform PSE activities, and engage community members to support PSE change.
- Develop a plan for improving nutrition and/or physical activity environment within the community. This includes: a) Proposed PSE strategy b) Selection of issue(s) to research/assess, and how it will be conducted (e.g. surveys, photovoice, interviews, etc.) c) Selection of approved program activities that support and inform community about PSE changes, and complement nutrition education and physical activity promotion, and institutional PSE strategy. d) Selection of approved community engagement models (Youth Participatory Action Research, Community Based Participatory Research) to be utilized for PSE strategy.
- Convene community members and key stakeholders and facilitate coalition meetings to support PSE implementation. Guide coalition members to: conduct approved formative evaluation and assessment(s) relevant to PSE strategy, gather and analyze data, complete coalition strategy plan, coordinate relevant training regarding PSE implementation, community engagement, and programmatic activities to support PSE, participate in presentations and meetings with key stakeholders/decision makers, and identify champions from the coalition to lead media activities.
- Promote PSE key programmatic activities and achievements to stakeholders and target audience (e.g., newsletters, email blasts, bulletin boards, community events, social marketing campaign material distribution and social media activity, presentations, press releases and media advisories, etc.) to garner support and identify additional partners and champions for PSE implementation, to promote related direct and indirect education activities, and to highlight key programmatic activities, PSE milestones, and/or other achievements.
- Develop a sustainability plan to ensure viability of PSE change beyond the grant period, which includes but is not limited to: a) Expansion of current relationships and partnerships. b) Seeking and securing funding for continued implementation of PSE strategy(ies).
- Monitor progress of all PSE projects utilizing the RE-AIM Framework, including baseline and follow-up assessments, and participate in any other evaluations as requested by LHD.

Progression through the 3-year period will be demonstrated by focusing on community assessment, coalition building, and action planning in year 1 while building knowledge, awareness, and community buy-in for PSE change through direct and indirect education efforts. Year 2 will continue direct and indirect education, maintain community and partner engagement, and focus on execution of institutional level PSE changes, while beginning to engage, educate, and inform stakeholders and decision makers that influence environmental level PSE changes. Year 3 will continue direct and indirect education, maintain



## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

community and partner engagement, continue implementation and maintenance of institutional PSE changes, and focus on adoption of environmental level PSE changes. This progression of activities is intended to set partners up for success by ensuring that PSE changes are community based and community driven and that there is demand and support for PSE changes at all levels.

LHD staff will provide technical assistance and training, identify and share best practices, and convene partners to facilitate collaboration and ensure activities are mutually reinforcing and aligned. LHD will also focus efforts on broader collaborative efforts that support SNAP-Ed strategies discussed here and address the community change goals discussed above.

#### **Los Angeles County Area Agency on Aging (AAA)**

Older adults have unique nutritional needs and challenges that separate them from the rest of the population. LAC has the highest population in low-income older adults in California (CDA 2016 Population Projections for Intrastate Funding Formula). According to the California Department of Aging, older adults age 60 and older comprise approximately 11.8% of the LAC population (LA County 1,187,331) and over 148,000 <100% FPL older adults in LAC are living below the Federal Poverty Guidelines (FPG). That is roughly one out of every 8 “at-risk” older adults living below FPG. Older adults living below FPG in LAC are facing food insecurity and do not have enough money to make ends meet, lacking sufficient resources for basic expenses such as food and shelter, and choosing between paying for food and paying for medicine or medical care. For older adults, there is a significant relationship between food insecurity and poor health. Food insecure older adults are at higher risk of experiencing negative nutrition and health consequences. They have profound impacts on the demand for social services, especially the need for adequate and culturally appropriate nutrition services. Having access to nutritious, affordable, and quality food is essential to the well-being of individuals, particularly the elderly. Recognizing these facts, efforts have been made by AAA to address food insecurity in older adults by providing healthy meals once daily to 106 Older American Act Title IIIC Congregate Nutrition Programs throughout LAC serving over 2.5 million congregate and home delivered meals annually to 42,000 unduplicated older adults. The Title IIIC program target older individuals aged 60 years or older who are in greatest economic or social need, and gives particular attention to low-income, minority individuals living in rural areas. To address nutritional needs and food insecurity, Los Angeles older adults will stand to benefit from an integrated SNAP-Ed evidence-based nutrition education and obesity prevention program. SNAP-Ed will provide the necessary tools to educate and reinforce positive behavior and environmental changes to sustain a healthy and active lifestyle for low income older adults in LAC.

The key performance outcomes for AAA’s SNAP-Ed intervention activities are designed to strategically impact the knowledge, behavior and environment of low-income older adults by encouraging active lifestyles and choosing healthy food choices within their limited budget using evidence-based nutrition education and physical activity topics. SNAP-Ed intervention activities for AAA focus on the following:

- Make half your plate fruits and vegetables, at least half your grains whole grains, and switch to fat-free or low-fat milk and milk products;
- Increase physical activity and reduce time spent in sedentary behaviors as part of a healthy lifestyle;
- Maintain appropriate calorie balance during older age; and
- Policy Change: Changing menus to all Title IIIC nutrition sites targeting sodium reduction and increasing key nutrients such as potassium rich foods.

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

- AAA plans to implement an approved evidence-based activity, the Eat Smart, Live Strong (ESLS) curriculum which includes four sessions to promote increased fruit and vegetable consumption and physical activity as direct education. Instructors will also begin and end each session with appropriate level exercises.
- AAA estimated # of unduplicated older adults: 1,200

In addition, to educate and encourage healthy beverages choices, the AAA plans to deliver Rethink Your Drink and the Dietary Approaches to Stop Hypertension (DASH) eating plan, which may reduce high blood pressure and other cardiovascular risk factors, as indirect education strategies.

- AAA estimated # of older adults reached: 6,400

#### **Catholic Charities of Los Angeles (CCLA)**

CCLA operates 22 community centers, seven homeless shelters, and additional services including immigration processing, counseling programs, youth recreation and young adult employment preparation throughout LAC. In 2014-2015 CCLA provided 108,715 unduplicated clients with 926,551 services. All of the community centers and homeless shelters provide emergency food assistance programs, and several offer CalFresh application assistance. In the primary communities where SNAP-Ed services are offered 67% of the program participants have incomes of less than \$20,801; 79% of the participants are Latinos; 11% African American; 5% Caucasian; 2% Asian; 3% Other. SNAP-Ed services will target CalFresh eligible participants who utilize the emergency food programs and other services at the community centers and homeless shelters, and at area churches.

CCLA will provide nutrition education at its community centers, food pantries, homeless shelters, and at area churches with a predominantly poverty-level Latino population. Evidence-based material and curriculum will be used to conduct direct nutrition education in English and Spanish to a population of primarily Latino women who will receive at least one, and up to six 30-60 minute exposures. These education sessions will cover nutrition topics as well as physical activity promotion. Brief indirect nutrition education interventions will include evidence-based materials and be conducted in 5-15 minute sessions in both English and Spanish to Latino, African-American, Caucasian and Asian participants. Services will be provided in conjunction with CalFresh application assistance at community center sites.

In addition to nutrition education the agency will engage in the following PSE, community engagement, and direct/indirect education activities:

- Online Resource/Social Media work in promoting and incorporating EatFresh.org during education activities, and incorporating the website in agency-wide online platforms and SNAP-Ed efforts as a consistent platform for community sharing, interactive learning and empowerment for healthier choices.
- Healthy Food and Beverage Standards in work at community centers and churches, including the identification, formulation and implementation of health and wellness policies at churches and community centers. Additionally, sources of purchased and donated foods in the agency's food pantries will be reviewed, and policies will be drafted and adopted in regional pantries, and ultimately in the agency at large.
- Promote Participation in Federal Food Nutrition Assistance Programs and other related food resource and social service programs by linking CalFresh recipients with SNAP-Ed services and vice-versa, and continuing to incorporate SNAP-Ed programming into related food resources programs. Work with

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

collaborative partners in identifying and mapping nutrition services and federal food programs in individual Service Planning Areas (SPA's) and finally in all of Los Angeles County.

- Farm to Fork and Gardening Initiatives with work to increase fresh produce in food pantries and initiating church-based community gardens. Local producers, retailers and organizations will be identified to donate fresh produce to food pantries, and agreements implemented and maintained to ensure increased availability of fresh produce at these sites. Additional partnerships will be sought in the community. A community garden site will be identified at a church, and, working with parishioners, a garden will be initiated and maintained, in conjunction with direct and indirect education activities.
- Physical Activity Opportunities with new classes at community centers and churches. Sites will be identified and volunteer teachers recruited to teach structured physical activity classes/groups at churches and community centers. Partnerships will be maintained to continue physical activity efforts.
- Promote Access and Appeal for Drinking Water in community centers and churches by providing water (bottles, cups, dispensers, fountains), combined with healthy beverage messaging.
- Provide Education and Collaborate with Key Community Members: Train-the-Trainer in working with church and community groups by identifying key stakeholders and ministry heads that would benefit from training opportunities to provide education to a larger reach of SNAP-Ed eligible individuals.

## EVALUATION PLAN

### *Formative Evaluation*

The context scan discussed above and RE-AIM monitoring and evaluation was used to inform intervention planning for FFY 2017-2019. Key informant interviews conducted regarding collaborative efforts will be leveraged to guide coalition building efforts over the course of three years. Additionally, subcontracted agencies will conduct formative evaluation and community assessments as part of their PSE work, with assessment tools and methods being selected based on proposed PSE strategy.

### *Process & Outcome Evaluation*

Process evaluation will capture reach of SNAP-Ed programming and progress toward local implementation goals through use of the online Activity Tracking Form and corresponding EARS and SAAR reports, as well as analysis of progress toward completion of project deliverables. Information gleaned from these evaluation activities can be used to identify implementation challenges that must be addressed and successes that must be leveraged to continuously improve SNAP-Ed programming.

### PSE

PSEs implemented by LHD subcontracted community partners and internal programs, CCLA, and AAA will be monitored using the RE-AIM framework. Data collected can be used to make course corrections and improvements to the strategy during implementation and maintenance phases. The data collected can also add to the evidence base for related strategies, helping to strengthen future PSE interventions.

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

#### Direct Education

LHD will participate in Impact Outcome Evaluation (IOE) of nutrition education class series for youth and adults will be conducted using the Food Behavior Checklist, and the Network Youth Survey. A matched-pair, pre/post evaluation design will be used to collect data from individual participants. LHD will explore opportunities to increase rigor of IOE each year.

AAA's SNAP-Ed intervention activities will be monitored and evaluated using CDA approved data cards; pre/post surveys Food Behavior Checklist and the Rapid Assessment of Physical Activity (RAPA) from training. All required participants' information and the activities provided will be reported quarterly using the Education and Administrative Reporting System (EARS) data to support key performance outcomes from the SNAP-Ed intervention activities.

CCLA will conduct outcome evaluations of direct education participants. The agency will work with expert evaluators in conducting pre-test and post-test surveys at a minimum of two target sites per year. The agency will use the Education and Administrative Reporting System (EARS) data to support key performance outcomes from the SNAP-Ed intervention activities.

#### *Enhanced Evaluation*

Enhanced evaluation of SNAP-Ed activities in LAC for FY 2017-19 builds upon prior efforts, and examines both reach and impact of evidence-based interventions. Data synthesis (including simulation modeling to assess program impact at various levels of the SEM) and dissemination of results in various forms (reports, peer-reviewed journal publications, presentations at national and state conferences, sharing forums, etc.) is a continuing priority across all interventions. Complementary evaluation activities may be considered to support the selected priority focus areas.

#### Primary focus areas:

- 1) Continued analysis and dissemination of results from the multi-level evaluation approach conducted during FY 2014-16 (e.g., population, environmental, and individual-level data collection) to inform program development and improvement efforts in FY 2017-19 [Aligns with all Objectives in the Integrated Work Plan]; and
- 2) Targeted program impact evaluation based on strategic priorities (e.g., examining community interventions selected by funded partners in the Request for Proposals process). [Of particular interest are the strategies that align with State Objectives 1a, 1b; 3a, 3b; and 5b].

#### Data collection activities (including, but not limited to):

- Population health trends –Indicators will be tracked via population-based surveys including the Los Angeles County Health Survey, possible internet panel surveys of the County population, and/or field poll surveys, as they apply. [Aligns with State Goal 1 and 2]

Population Indicators
Health status

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

Eating behaviors (e.g., fruit and vegetable consumption)
Physical activity behaviors
Knowledge and attitudes toward healthy eating
Obesity rates
Chronic disease prevalence
Shopping behaviors

- Program reach and assessment of environmental changes and impact – data collection and program monitoring activities may include CX3 assessments, RE-AIM tracking, intercept surveys of communities targeted by specific environmental supports, case studies, organizational capacity assessments, and integrated review of neighborhood characteristics, healthy food access, walkability and others. [Aligns with State Goals 4 and 5]
- Targeted program impact/outcome evaluation – evaluation of specific program components (e.g., Rethink Your Drink, Youth Participatory Action Research, Community Based Participatory Action Research, healthy retail, etc.) using pre/post program evaluation design with data collected from individual participants including food consumption behaviors and self-reported access to healthier food environments and physical activity opportunities. [Aligns with State Goals 2 and 3]
- Public education / health marketing campaign – data collection to report number of impressions of individuals, determine resonance of SNAP-Ed educational materials through post-campaign internet panel survey assessments, etc. [Aligns with State Goal 1]

## **SECTION B: Target Audience Description**

1.

1. Gender	%	2. Age	#
Male	47.7	0 to 5 years old (Preschool):	374,765
Female	52.3	6 to 17 years old (School Age):	953,542
		18 to 64 years old (Adult):	361,018
		65 years old and over (Senior):	3,637,604
Total:	100		

### Supplemental Nutrition Assistance Program Education (SNAP-Ed)

#### Three-Year Integrated Work Plan FFY 2017–2019

#### 3. Ethnicity/Race

##### Ethnicity

Total Percentage Hispanic/Latino	Total Percentage Not Hispanic/Latino	Total Percentage Ethnicity
64.2%	35.8%	100%

RACE	Hispanic/Latino	Not Hispanic/Latino
Black or African American	0.5%	16.5%
Asian	0.2%	6.2%
American Indian/Alaskan Native	0.6%	0.5%
Native Hawaiian/Other Pacific Islander	0%	0.6%
White	50.7%	10.8%
Multiple/Other	10.7%	2.7%
Total:	64.2%	35.8%

#### 4. Languages Used in Intervention Activities and Materials

English	60%	Farsi	0%	Russian	0%
Spanish	40%	Hmong	0%	Tagalog	0%
Arabic	0%	Khmer (Cambodian)	0%	Vietnamese	0%
Armenian	0%	Korean	0%	Other (specify):	0%
Bosnian	0%	Lao	0%	Other (specify):	0%
Cantonese	0%	Mandarin	0%	Total:	100%

#### 5. Projected Number of Low-Income Persons Reached

	FFY 17	FFY 18	FFY 19
Direct Education (estimated unduplicated):	24,100	31,625	51,650
Indirect Education:	760,400	1,010,900	1,261,400
Policies, Systems, and Environment (PSE) Change/Supports	2,000	188,000	414,400

# Supplemental Nutrition Assistance Program Education (SNAP-Ed)

## Three-Year Integrated Work Plan FFY 2017–2019

### 6. Intervention Sites

Site Setting	#	Site Setting	#	Site Setting	#
Adult Education and Job Training Sites	0	Food Assistance Site: Food Pantries	0	Schools: Students (Middle/Junior High)	0
Adult Rehabilitation Centers	0	Food Assistance Site: Soup Kitchens	0	Schools: Students (High School)	0
CalFresh Offices	0	Head Start Programs	1	Schools: Students (After School)	0
California Food Assistance Program (CFAP)	0	Individual Homes	0	Schools (Parents)	1
Churches	8	In Home Supportive Services (IHSS)	0	Section 8 Public Housing Voucher ("Housing Choice Vouchers")	0
Commodity Foods Distribution on Indian Reservation (FDPIR)	0	Job Corps	0	Shelters/Temporary Housing	2
Community Based Organizations	3	Libraries	0	Supplemental Security Income (SSI)	0
Community Centers	19	Low Income Home Energy Assistance Program (LIHEAP)	0	Temporary Assistance for Needy Families (TANF) Job Readiness Program/CalWORKS	0
Community Youth Organizations	0	MediCal	0	U.S. Department of Energy (DOE) Weatherization Assistance Program	0
	0	Medical/Dental Offices	0	Youth Education Site (includes Park and Recreation)	0

**Supplemental Nutrition Assistance Program Education (SNAP-Ed)**

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

Comprehensive Perinatal Service Program (CPSP)					
Elderly Service Center/Senior Centers	20	Public/Community Health Centers	0	Women, Infants, and Children Program (WIC)	0
Emergency Food Assistance Sites	1	Public Housing [U.S. Dept. of Housing and Urban Development (HUD)]	1	Worksites	0
Extension Offices	0	Retail/Food Stores	0	Other (specify): Parks & Recreation Centers	7
Family Resource Centers	2	Retail and Food Store with Qualifying CalFresh Redemption	0	Other (specify): Office	1
Farmers' Markets	0	Schools: District Office	0	Other (specify): Senior Housing	1
Federally Qualified Health Centers (FQHC)	0	Schools: Students (Preschool)	0		
Food Assistance Site: Food Banks	0	Schools: Students (Elementary)	0	<b>TOTAL SITES:</b>	<b>67</b>

**SECTION C: INTERVENTION PLAN**

- I. **Three-Year SNAP-Ed Local Objective #1 (FFY 2017–FFY 2019):** By September 2019, improve access to fresh fruits and vegetables for the SNAP-Ed eligible community by increasing the amount of affordable fresh produce sold/distributed at 50 qualifying sites (ie: schools, food pantries, corner stores).

*Local Objectives must be S.M.A.R.T (Specific, Measureable, Achievable, Realistic, and Time-Bound)*



## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

#### SNAP-Ed State Goals (*check all that apply*):

X	<b>Goal 1:</b> Food and Beverages (Behavioral)
	<b>Goal 2:</b> Physical Activity (Behavioral)
X	<b>Goal 3:</b> Food Resource Management (Behavioral)
X	<b>Goal 4:</b> Access to and/or appeal of dietary choices(Physical and Social Environmental)
	<b>Goal 5:</b> Access to and/or appeal of physical activity opportunities (Physical and Social Environmental)

II. **PSE Strategy(ies) that support the Three-Year SNAP-Ed Local Objective listed above:** Farm to Fork; Farm to School; Healthy Retail; Food Hubs; Healthy Purchasing/Procurement Plans; Produce Distribution Plans

III. **Annual Objectives to support the Three-Year SNAP-Ed Local Objective listed above:**

*Local Objectives must be S.M.A.R.T (Specific, Measureable, Achievable, Realistic, and Time-Bound)*

1. **FFY 2017 (Year 1) Objective(s):**

- a. By September 2017, assess and select 50 sites for planned increase in fresh fruits and vegetables, identify leads, and develop action plans for each site/network of sites.
- b. By September 2017, partnerships and collaboratives will be established for each site/each network of sites and for each fresh produce distribution plan effort.

2. **FFY 2018 (Year 2) Objective(s):**

- a. By September 2018, 50 projects will be in an active implementation or maintenance phase.
- b. By September 2018, 4 fresh produce distribution planning collaboratives will have engaged decision makers through education and information sharing.

3. **FFY 2019 (Year 3) Objective(s):**

- a. By September 2019, 50 projects will have maintenance and sustainability plans.
- b. By September 2019, 4 communities will establish plans (ie: food hub, purchasing plan, supply chain distribution change) reducing barriers to selling and distributing affordable fresh produce in qualifying jurisdictions.

**Three-Year SNAP-Ed Local Objective #1 (FFY 2017–FFY 2019):** By September 2019, improve access to fresh fruits and vegetables for the SNAP-Ed eligible community by increasing the amount of affordable fresh produce sold/distributed at 50 qualifying sites (ie: schools, food pantries, corner stores).

*Restate the Local Objective (item I.)*

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

Activity Number	Activity Description	Intervention Categories*		Responsible SNAP-Ed Agency(ies)		Subcontractors	Time Frame: Year & Quarter** <i>Check all that apply</i>	Documentation																																																						
1.1	Develop a plan for improving fruit and vegetable access in qualified settings. This includes: a) Proposed PSE projects b) Selection of approved baseline assessments needed and how they will be conducted (e.g. surveys, photovoice, interviews, etc.) c) Selection of approved program activities that garner support and inform community about PSE changes d) Selection of approved community engagement models (Youth Participatory Action Research, Community Based Participatory Research) to be utilized for PSE strategy.	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td>X</td><td>C&amp;C</td></tr><tr><td></td><td>TTA</td></tr></table>		CED		CEI		MPR	X	C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td>X</td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE	X	CCC	CWD: LHD: TBD AAA: UCCE: CCC:	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4					Year 3				Q1	Q2	Q3	Q4					Action plans to be kept on file
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1.2	Convene community and institutional stakeholders and facilitate task force/committee meetings to support the implementation of PSE projects, including: a) Review baseline summary report b) Review best practices c) Coordination of staff training regarding PSE implementation, community engagement, and programmatic activities to support PSE, participate in presentations and meetings with key stakeholders/decision makers, and identify champions from the coalition to lead media activities.	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td>X</td><td>MPR</td></tr><tr><td>X</td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED		CEI	X	MPR	X	C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Meeting agendas and minutes to be kept on file  RE-AIM Tracker
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### Supplemental Nutrition Assistance Program Education (SNAP-Ed)

#### Three-Year Integrated Work Plan FFY 2017–2019

1.3	Provide ongoing training, technical assistance, and support to increase capacity to execute PSE strategies and related direct/indirect education, community engagement, and media engagement.	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED		CEI		MPR		C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td>X</td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE	X	CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Training agendas and minutes to be kept on file
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1.4	Conduct 750 PSE-related nutrition education classes to reach at least 2,500 SNAP-Ed eligible community members annually using NEOPB-approved curricula and resources.	<table><tr><td>X</td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td></td><td>TTA</td></tr></table>	X	CED		CEI		MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td>X</td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE	X	CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td>X</td><td>X</td></tr><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4			X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Online Activity Tracking Form, EARS reports
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1.5	Promote PSE key programmatic activities and achievements to stakeholders and target audience (e.g., applying and participating in local, state, or national recognition programs; seeking letters of support or recognition from local officials; newsletters; email blasts; bulletin boards; community events; social marketing campaign material distribution and social media activity; presentations; press releases and media advisories; etc.) to garner support and identify additional partners and champions for PSE implementation, to	<table><tr><td></td><td>CED</td></tr><tr><td>X</td><td>CEI</td></tr><tr><td>X</td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED	X	CEI	X	MPR		C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td>X</td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE	X	CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td>X</td><td>X</td></tr><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4			X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	RE-AIM Tracker
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## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

	promote related direct and indirect education activities, and to highlight key programmatic activities, PSE milestones, and/or other achievements.																																																													
1.6	Develop a sustainability plan to ensure viability of PSE change beyond the grant period, which includes but is not limited to: a) Expansion of current relationships and partnerships. b) Seeking and securing funding for continued implementation of PSE strategy(ies).	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td>X</td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED		CEI		MPR	X	C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4					Year 2				Q1	Q2	Q3	Q4					Year 3				Q1	Q2	Q3	Q4			X	X	Sustainability plans and related materials (MOUs, contracts, agreements, policies) to be kept on file  RE-AIM Tracker
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1.7	Develop and implement local media and public relations campaigns utilizing CDPH approved media materials created to promote and enhance awareness of CDPH media campaigns, local LIA initiatives, and subcontractor programs and PSEs (e.g. purchase local media buys in local markets made in consultation with and approved by CDPH; engagement with traditional and nontraditional media; press events resulting in media stories and social media posting; development and dissemination of communication tools to support	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td>X</td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td></td><td>TTA</td></tr></table>		CED		CEI	X	MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4		X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Media and public relations plan and corresponding material on file  Sample materials of paid media ads on file
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## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

	local SNAP-Ed objectives such as fact sheets and promotional materials; promotional events in target communities; coordinated media and public relations efforts highlighting signature promotions).					List of coordinated media and public relations events and samples of material distributed on file
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**\*Intervention Categories Legend**

**CED** = Community/Nutrition and Physical Activity Education Direct; **CEI** = Community/Nutrition and Physical Activity Education Indirect; **MPR** = Media, Social Media, Public Relations and Messaging; **C&C** = Coordination and Collaboration; **TTA** = Training and Technical Assistance

**\*\*Time Frame: Year & Quarter:**

Year 1 (FFY 2017); Year 2 (FFY 2018); Year 3 (FFY 2019)

Qtr. 1 (Oct. 1-Dec. 31); Qtr. 2 (Jan. 1-March 31); Qtr. 3 (Apr. 1-Jun. 30); Qtr. 4 (Jul. 1-Sept.30)

### Educational Materials, Resources, and Curriculum

Activity Number	Curriculum, Toolkit, Resource Name	SNAP-Ed Agency(ies)		Level of Evidence Base	
	USDA Team Nutrition - Dig In		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Food Sense Basics - Gardening Resource		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

	Nourish Food and Community - Food and Ecosystems		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	UC Cooperative Extension Master Gardener Trainings		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	USDA Choose MyPlate		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
		X	CCC		
	Harvest of the Month		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
		X	CCC		
	Fruit, Vegetable, and Physical Activity Toolbox for Community Educators		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Champions for Change Cookbooks		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

			UCCE		N/A - Please describe below:
			CCC		
	Grow It, Try It, Like It		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Cooking Matters		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Eat Right When Money's Tight		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Farm 2 Table Activity Booklet		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Champions for Change Produce Quick Tips		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

	USDA Top 10 Tip Sheet	<input type="checkbox"/>	CWD	<input type="checkbox"/>	Research Tested
		<input type="checkbox"/>	LHD	X	Practice Tested
		<input type="checkbox"/>	AAA	<input type="checkbox"/>	Emerging
		<input type="checkbox"/>	UCCE	<input type="checkbox"/>	N/A - Please describe below:
		X	CCC		
	Eat Healthy, Be Active Community Workshops	<input type="checkbox"/>	CWD	X	Research Tested
		<input type="checkbox"/>	LHD	<input type="checkbox"/>	Practice Tested
		<input type="checkbox"/>	AAA	<input type="checkbox"/>	Emerging
		<input type="checkbox"/>	UCCE	<input type="checkbox"/>	N/A - Please describe below:
		X	CCC		
	Food Smarts Workshops	<input type="checkbox"/>	CWD	<input type="checkbox"/>	Research Tested
		<input type="checkbox"/>	LHD	X	Practice Tested
		<input type="checkbox"/>	AAA	<input type="checkbox"/>	Emerging
		<input type="checkbox"/>	UCCE	<input type="checkbox"/>	N/A – Please describe below:
		X	CCC		

## Evaluation Activities (FFY 2017 - FFY 2019)

[ (Evaluation Type) ]

Activity Number	Evaluation Activity Description	Formative	Process	Outcome or Impact	Responsible SNAP-Ed Agency(ies)	Time Frame: Year & Quarter** Check all that apply	Tool/Documentation																																								
E.1.1	Use RE-AIM to monitor progress, effectiveness, and sustainability of PSE projects.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<table><tr><td><input type="checkbox"/></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td><input type="checkbox"/></td><td>AAA</td></tr><tr><td><input type="checkbox"/></td><td>UCCE</td></tr><tr><td>X</td><td>CCC</td></tr></table>	<input type="checkbox"/>	CWD	X	LHD	<input type="checkbox"/>	AAA	<input type="checkbox"/>	UCCE	X	CCC	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	<table><tr><td><input type="checkbox"/></td><td>EARS/ATF</td></tr><tr><td>X</td><td>PSE RE-AIM Report</td></tr><tr><td><input type="checkbox"/></td><td>UC CalFresh Workbook</td></tr></table>	<input type="checkbox"/>	EARS/ATF	X	PSE RE-AIM Report	<input type="checkbox"/>	UC CalFresh Workbook
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## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

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						<b>Year 3</b> <table border="1"> <tr> <td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr> <td>X</td><td>X</td><td>X</td><td>X</td></tr> </table>	Q1	Q2	Q3	Q4	X	X	X	X	<table border="1"> <tr> <td></td><td>Food Behavior Checklist</td></tr> <tr> <td></td><td>UC Intent to Change</td></tr> </table>		Food Behavior Checklist		UC Intent to Change																																
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E.1.2	Conduct community assessments and formative evaluation to identify community needs, inform PSE activities, and engage community members to support PSE projects in their jurisdiction.	X			<table border="1"> <tr> <td></td><td>CWD</td></tr> <tr> <td>X</td><td>LHD</td></tr> <tr> <td></td><td>AAA</td></tr> <tr> <td></td><td>UCCE</td></tr> <tr> <td></td><td>CCC</td></tr> </table>		CWD	X	LHD		AAA		UCCE		CCC	<b>Year 1</b> <table border="1"> <tr> <td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr> <td>X</td><td>X</td><td>X</td><td></td></tr> </table> <b>Year 2</b> <table border="1"> <tr> <td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr> <td></td><td></td><td></td><td></td></tr> </table> <b>Year 3</b> <table border="1"> <tr> <td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr> <td></td><td></td><td></td><td></td></tr> </table>	Q1	Q2	Q3	Q4	X	X	X		Q1	Q2	Q3	Q4					Q1	Q2	Q3	Q4					<table border="1"> <tr> <td></td><td>EARS/ATF</td></tr> <tr> <td>X</td><td>PSE RE-AIM Report</td></tr> <tr> <td></td><td>UC CalFresh Workbook</td></tr> <tr> <td></td><td>Food Behavior Checklist</td></tr> <tr> <td></td><td>UC Intent to Change</td></tr> </table>		EARS/ATF	X	PSE RE-AIM Report		UC CalFresh Workbook		Food Behavior Checklist		UC Intent to Change
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E.1.3	Participate in impact/outcome evaluation efforts including IOE and other enhanced evaluation activities, as needed.			X	<table border="1"> <tr> <td></td><td>CWD</td></tr> <tr> <td>X</td><td>LHD</td></tr> <tr> <td></td><td>AAA</td></tr> <tr> <td></td><td>UCCE</td></tr> <tr> <td>X</td><td>CCC</td></tr> </table>		CWD	X	LHD		AAA		UCCE	X	CCC	<b>Year 1</b> <table border="1"> <tr> <td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr> <td></td><td>X</td><td></td><td>X</td></tr> </table> <b>Year 2</b> <table border="1"> <tr> <td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr> <td>X</td><td></td><td>X</td><td></td></tr> </table> <b>Year 3</b> <table border="1"> <tr> <td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr> <td>X</td><td></td><td>X</td><td></td></tr> </table>	Q1	Q2	Q3	Q4		X		X	Q1	Q2	Q3	Q4	X		X		Q1	Q2	Q3	Q4	X		X		<table border="1"> <tr> <td></td><td>EARS/ATF</td></tr> <tr> <td></td><td>PSE RE-AIM Report</td></tr> <tr> <td></td><td>UC CalFresh Workbook</td></tr> <tr> <td>X</td><td>Food Behavior Checklist</td></tr> <tr> <td></td><td>UC Intent to Change</td></tr> </table>		EARS/ATF		PSE RE-AIM Report		UC CalFresh Workbook	X	Food Behavior Checklist		UC Intent to Change
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E.1.4	Engage in on-going process evaluation by recording SNAP-Ed activities, sites, participants reached, and other required		X		<table border="1"> <tr> <td></td><td>CWD</td></tr> <tr> <td>X</td><td>LHD</td></tr> <tr> <td></td><td>AAA</td></tr> <tr> <td></td><td>UCCE</td></tr> </table>		CWD	X	LHD		AAA		UCCE	<b>Year 1</b> <table border="1"> <tr> <td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr> <td>X</td><td>X</td><td>X</td><td>X</td></tr> </table> <b>Year 2</b>	Q1	Q2	Q3	Q4	X	X	X	X	<table border="1"> <tr> <td>X</td><td>EARS/ATF</td></tr> <tr> <td></td><td>PSE RE-AIM Report</td></tr> </table>	X	EARS/ATF		PSE RE-AIM Report																								
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E.1.5	Disseminate evaluation findings and/or best practices in SNAP-Ed program delivery at local, state, and/or national conferences.	<table><tr><td></td></tr></table>		<table><tr><td>X</td></tr></table>	X	<table><tr><td>X</td></tr></table>	X	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<table><tr><td></td><td>EARS/ATF</td></tr><tr><td></td><td>PSE RE-AIM Report</td></tr><tr><td></td><td>UC CalFresh Workbook</td></tr><tr><td></td><td>Food Behavior Checklist</td></tr><tr><td></td><td>UC Intent to Change</td></tr></table> List other: Poster presentations; conference presentations; articles and publications; case studies		EARS/ATF		PSE RE-AIM Report		UC CalFresh Workbook		Food Behavior Checklist		UC Intent to Change
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**\*\*Time Frame: Year & Quarter:**

Year 1 (FFY 2017); Year 2 (FFY 2018); Year 3 (FFY 2019)

Qtr. 1 (Oct. 1-Dec. 31); Qtr. 2 (Jan. 1-March 31); Qtr. 3 (Apr. 1-Jun. 30); Qtr. 4 (Jul. 1-Sept.30)

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

#### **SECTION C: INTERVENTION PLAN**

- I. **Three-Year SNAP-Ed Local Objective #2 (FFY 2017–FFY 2019):** By September 2019, behavioral economics methods will be employed to support SNAP-Ed eligible community members to make healthier nutrition and physical activity choices at 50 qualifying sites (ie: schools, parks, worksites, grocery stores, corner stores).

*Local Objectives must be S.M.A.R.T (Specific, Measureable, Achievable, Realistic, and Time-Bound)*

**SNAP-Ed State Goals (check all that apply):**

X	<b>Goal 1:</b> Food and Beverages (Behavioral)
X	<b>Goal 2:</b> Physical Activity (Behavioral)
	<b>Goal 3:</b> Food Resource Management (Behavioral)
X	<b>Goal 4:</b> Access to and/or appeal of dietary choices(Physical and Social Environmental)
X	<b>Goal 5:</b> Access to and/or appeal of physical activity opportunities (Physical and Social Environmental)

- II. **PSE Strategy(ies) that support the Three-Year SNAP-Ed Local Objective listed above:** Smarter Lunchrooms; Market Makeovers; Healthy Vending; Active Transportation; Worksite

- III. **Annual Objectives to support the Three-Year SNAP-Ed Local Objective listed above:**

*Local Objectives must be S.M.A.R.T (Specific, Measureable, Achievable, Realistic, and Time-Bound)*

1. **FFY 2017 (Year 1) Objective(s):**

- a. By September 2017, assess and select 50 sites for planned behavioral economics interventions, identify leads, and develop action plans for each site/network of sites.
- b. By September 2017, partnerships and collaboratives will be established for each site/each network of sites.

2. **FFY 2018 (Year 2) Objective(s):**

- a. By September 2018, 50 projects will be in an active implementation or maintenance phase.

3. **FFY 2019 (Year 3) Objective(s):**

- a. By September 2019, 50 projects will have maintenance and sustainability plans.

**Three-Year SNAP-Ed Local Objective #2 (FFY 2017–FFY 2019):** By September 2019, behavioral economics methods will be employed to support SNAP-Ed eligible community members to make healthier nutrition and physical activity choices at 50 qualifying sites (ie: schools, parks, worksites, grocery stores, corner stores).

*Restate the Local Objective (item I.)*

### Supplemental Nutrition Assistance Program Education (SNAP-Ed)

#### Three-Year Integrated Work Plan FFY 2017–2019

Activity Number	Activity Description	Intervention Categories*		Responsible SNAP-Ed Agency(ies)		Subcontractors	Time Frame: Year & Quarter** <i>Check all that apply</i>	Documentation																								
2.1	Develop a plan for improving the built environment to encourage healthy eating and physical activity in qualified settings. This includes: a) Proposed PSE projects b) Selection of approved baseline assessments needed and how they will be conducted (e.g. surveys, photovoice, interviews, etc.) c) Selection of approved program activities that garner support and inform community about PSE changes d) Selection of approved community engagement models (Youth Participatory Action Research, Community Based Participatory Research) to be utilized for PSE strategy.		CED		CWD	CWD: LHD: TBD AAA: UCCE: CCC:	<div>Year 1</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <div>Year 2</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr></table> <div>Year 3</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr></table>	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4					Q1	Q2	Q3	Q4					Action plans to be kept on file
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			CEI	X	LHD																											
			MPR		AAA																											
		X	C&C		UCCE																											
			TTA		CCC																											
2.2	Convene community and institutional stakeholders and facilitate task force/committee meetings to support the implementation of PSE projects, including: a) Review baseline summary report b) Review best practices c) Coordination of staff training regarding PSE implementation, community engagement, and programmatic activities to support PSE, participate in presentations and meetings with key stakeholders/decision makers, and identify champions from the coalition to lead media activities.		CED		CWD	CWD: LHD: TBD AAA: UCCE: CCC: :	<div>Year 1</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <div>Year 2</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <div>Year 3</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4	X	X	X	X	Meeting agendas and minutes to be kept on file  RE-AIM Tracker
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### Supplemental Nutrition Assistance Program Education (SNAP-Ed)

#### Three-Year Integrated Work Plan FFY 2017–2019

2.3	Provide ongoing training, technical assistance, and support to increase capacity to execute PSE strategies and related direct/indirect education, community engagement, and media engagement.	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED		CEI		MPR		C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Training agendas and minutes to be kept on file
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2.4	Conduct 750 PSE-related nutrition education classes to reach at least 2,500 SNAP-Ed eligible community members annually using NEOPB-approved curricula and resources.	<table><tr><td>X</td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td></td><td>TTA</td></tr></table>	X	CED		CEI		MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4			X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Online Activity Tracking Form, EARS reports
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2.5	Promote PSE key programmatic activities and achievements to stakeholders and target audience (e.g., applying and participating in local, state, or national recognition programs; seeking letters of support or recognition from local officials; newsletters; email blasts; bulletin boards; community events; social marketing campaign material distribution and social media activity; presentations; press releases and media advisories; etc.) to garner support and identify additional partners and champions for PSE implementation, to	<table><tr><td></td><td>CED</td></tr><tr><td>X</td><td>CEI</td></tr><tr><td>X</td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED	X	CEI	X	MPR		C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4			X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	RE-AIM Tracker
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## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

	promote related direct and indirect education activities, and to highlight key programmatic activities, PSE milestones, and/or other achievements.																																																													
2.6	Develop a sustainability plan to ensure viability of PSE change beyond the grant period, which includes but is not limited to: a) Expansion of current relationships and partnerships. b) Seeking and securing funding for continued implementation of PSE strategy(ies).	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td>X</td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED		CEI		MPR	X	C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4					Year 2				Q1	Q2	Q3	Q4					Year 3				Q1	Q2	Q3	Q4			X	X	Sustainability plans and related materials (MOUs, contracts, agreements, policies) to be kept on file  RE-AIM Tracker
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2.7	Develop and implement local media and public relations campaigns utilizing CDPH approved media materials created to promote and enhance awareness of CDPH media campaigns, local LIA initiatives, and subcontractor programs and PSEs (e.g. purchase local media buys in local markets made in consultation with and approved by CDPH; engagement with traditional and nontraditional media; press events resulting in media stories and social media posting; development and dissemination of communication tools to support	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td>X</td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td></td><td>TTA</td></tr></table>		CED		CEI	X	MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4		X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Media and public relations plan and corresponding material on file  Sample materials of paid media ads on file
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## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

	local SNAP-Ed objectives such as fact sheets and promotional materials; promotional events in target communities; coordinated media and public relations efforts highlighting signature promotions).					List of coordinated media and public relations events and samples of material distributed on file
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**\*Intervention Categories Legend**

**CED** = Community/Nutrition and Physical Activity Education Direct; **CEI** = Community/Nutrition and Physical Activity Education Indirect; **MPR** = Media, Social Media, Public Relations and Messaging; **C&C** = Coordination and Collaboration; **TTA** = Training and Technical Assistance

**\*\*Time Frame: Year & Quarter:**

Year 1 (FFY 2017); Year 2 (FFY 2018); Year 3 (FFY 2019)

Qtr. 1 (Oct. 1-Dec. 31); Qtr. 2 (Jan. 1-March 31); Qtr. 3 (Apr. 1-Jun. 30); Qtr. 4 (Jul. 1-Sept.30)

### Educational Materials, Resources, and Curriculum

Activity Number	Curriculum, Toolkit, Resource Name	SNAP-Ed Agency(ies)		Level of Evidence Base	
	USDA Choose MyPlate		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Harvest of the Month		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Fruit, Vegetable, and Physical Activity Toolbox for Community Educators		CWD		Research Tested
		X	LHD	X	Practice Tested

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	PowerPlay!	X	CWD	X	Research Tested
			LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	USDA Top 10 Tip Sheet	X	CWD	X	Research Tested
			LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Rethink Your Drink	X	CWD	X	Research Tested
			LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Eat Healthy, Be Active Community Workshops	X	CWD	X	Research Tested
			LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Smarter Lunchroom Movement Resources	X	CWD	X	Research Tested
			LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	American Heart Association Healthy Workplace Food and Beverage Toolkit		CWD		Research Tested



## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Choose Health LA Resources		CWD		Research Tested
	- Vending Machine Nutrition Policy, Beverages in Vending Machines	X	LHD	X	Practice Tested
	- Vending Machine Nutrition Policy, Snacks in Vending Machines		AAA		Emerging
	- Nutrition Recommendations for Meals, Snacks, and Beverages in Cafeterias		UCCE		N/A - Please describe below:
			CCC		
	Cooking Matters		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Eat Right When Money's Tight		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Eat Fresh		CWD		Research Tested
		X	LHD		Practice Tested
			AAA	X	Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Food Smarts Workshops		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

		<input type="checkbox"/>	CCC		N/A – Please describe below:
	Plan, Shop, Save and Cook	<input type="checkbox"/>	CWD		Research Tested
		X	LHD	X	Practice Tested
		<input type="checkbox"/>	AAA		Emerging
		<input type="checkbox"/>	UCCE		N/A – Please describe below:
		<input type="checkbox"/>	CCC		
	Making Every Dollar Count	<input type="checkbox"/>	CWD		Research Tested
		X	LHD	X	Practice Tested
		<input type="checkbox"/>	AAA		Emerging
		<input type="checkbox"/>	UCCE		N/A – Please describe below:
		<input type="checkbox"/>	CCC		
	Healthy, Happy Families	<input type="checkbox"/>	CWD		Research Tested
		X	LHD	X	Practice Tested
		<input type="checkbox"/>	AAA		Emerging
		<input type="checkbox"/>	UCCE		N/A – Please describe below:
		<input type="checkbox"/>	CCC		

## Evaluation Activities (FFY 2017 - FFY 2019)

[ (Evaluation Type) ]

Activity Number	Evaluation Activity Description	Formative	Process	Outcome or Impact	Responsible SNAP-Ed Agency(ies)	Time Frame: Year & Quarter** Check all that apply	Tool/Documentation																																								
E.2.1	Use RE-AIM to monitor progress, effectiveness, and sustainability of PSE projects.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<table><tr><td><input type="checkbox"/></td><td>CWD</td></tr><tr><td><input checked="" type="checkbox"/></td><td>LHD</td></tr><tr><td><input type="checkbox"/></td><td>AAA</td></tr><tr><td><input type="checkbox"/></td><td>UCCE</td></tr><tr><td><input type="checkbox"/></td><td>CCC</td></tr></table>	<input type="checkbox"/>	CWD	<input checked="" type="checkbox"/>	LHD	<input type="checkbox"/>	AAA	<input type="checkbox"/>	UCCE	<input type="checkbox"/>	CCC	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr></table>	Year 1				Q1	Q2	Q3	Q4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Year 2				Q1	Q2	Q3	Q4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<table><tr><td><input type="checkbox"/></td><td>EARS/ATF</td></tr><tr><td><input checked="" type="checkbox"/></td><td>PSE RE-AIM Report</td></tr><tr><td><input type="checkbox"/></td><td>UC CalFresh Workbook</td></tr></table>	<input type="checkbox"/>	EARS/ATF	<input checked="" type="checkbox"/>	PSE RE-AIM Report	<input type="checkbox"/>	UC CalFresh Workbook
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## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

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E.2.2	Conduct community assessments and formative evaluation to identify community needs, inform PSE activities, and engage community members to support PSE projects in their jurisdiction.	X			<table border="1"> <tr> <td></td><td>CWD</td> </tr> <tr> <td>X</td><td>LHD</td> </tr> <tr> <td></td><td>AAA</td> </tr> <tr> <td></td><td>UCCE</td> </tr> <tr> <td></td><td>CCC</td> </tr> </table>		CWD	X	LHD		AAA		UCCE		CCC	<table border="1"> <tr> <td colspan="4" style="text-align: center;"><b>Year 1</b></td> </tr> <tr> <td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td> </tr> <tr> <td>X</td><td>X</td><td>X</td><td></td> </tr> <tr> <td colspan="4" style="text-align: center;"><b>Year 2</b></td> </tr> <tr> <td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td> </tr> <tr> <td></td><td></td><td></td><td></td> </tr> <tr> <td colspan="4" style="text-align: center;"><b>Year 3</b></td> </tr> <tr> <td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td> </tr> <tr> <td></td><td></td><td></td><td></td> </tr> </table>	<b>Year 1</b>				Q1	Q2	Q3	Q4	X	X	X		<b>Year 2</b>				Q1	Q2	Q3	Q4					<b>Year 3</b>				Q1	Q2	Q3	Q4					<table border="1"> <tr> <td></td><td>EARS/ATF</td> </tr> <tr> <td>X</td><td>PSE RE-AIM Report</td> </tr> <tr> <td></td><td>UC CalFresh Workbook</td> </tr> <tr> <td></td><td>Food Behavior Checklist</td> </tr> <tr> <td></td><td>UC Intent to Change</td> </tr> </table> <p>List other: TBD</p>		EARS/ATF	X	PSE RE-AIM Report		UC CalFresh Workbook		Food Behavior Checklist		UC Intent to Change
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E.2.3	Participate in impact/outcome evaluation efforts including IOE and other enhanced evaluation activities, as needed.			X	<table border="1"> <tr> <td></td><td>CWD</td> </tr> <tr> <td>X</td><td>LHD</td> </tr> <tr> <td></td><td>AAA</td> </tr> <tr> <td></td><td>UCCE</td> </tr> <tr> <td></td><td>CCC</td> </tr> </table>		CWD	X	LHD		AAA		UCCE		CCC	<table border="1"> <tr> <td colspan="4" style="text-align: center;"><b>Year 1</b></td> </tr> <tr> <td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td> </tr> <tr> <td></td><td>X</td><td></td><td>X</td> </tr> <tr> <td colspan="4" style="text-align: center;"><b>Year 2</b></td> </tr> <tr> <td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td> </tr> <tr> <td>X</td><td></td><td>X</td><td></td> </tr> <tr> <td colspan="4" style="text-align: center;"><b>Year 3</b></td> </tr> <tr> <td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td> </tr> <tr> <td>X</td><td></td><td>X</td><td></td> </tr> </table>	<b>Year 1</b>				Q1	Q2	Q3	Q4		X		X	<b>Year 2</b>				Q1	Q2	Q3	Q4	X		X		<b>Year 3</b>				Q1	Q2	Q3	Q4	X		X		<table border="1"> <tr> <td></td><td>EARS/ATF</td> </tr> <tr> <td></td><td>PSE RE-AIM Report</td> </tr> <tr> <td></td><td>UC CalFresh Workbook</td> </tr> <tr> <td>X</td><td>Food Behavior Checklist</td> </tr> <tr> <td></td><td>UC Intent to Change</td> </tr> </table> <p>List other: TBD</p>		EARS/ATF		PSE RE-AIM Report		UC CalFresh Workbook	X	Food Behavior Checklist		UC Intent to Change
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E.2.4	Engage in on-going process evaluation by recording SNAP-Ed activities, sites, participants reached, and other required		X		<table border="1"> <tr> <td></td><td>CWD</td> </tr> <tr> <td>X</td><td>LHD</td> </tr> </table>		CWD	X	LHD	<table border="1"> <tr> <td colspan="4" style="text-align: center;"><b>Year 1</b></td> </tr> <tr> <td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td> </tr> <tr> <td>X</td><td>X</td><td>X</td><td>X</td> </tr> </table>	<b>Year 1</b>				Q1	Q2	Q3	Q4	X	X	X	X	<table border="1"> <tr> <td>X</td><td>EARS/ATF</td> </tr> </table>	X	EARS/ATF																																						
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## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
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FFY 2017–2019**

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E.2.5	Disseminate evaluation findings and/or best practices in SNAP-Ed program delivery at local, state, and/or national conferences.		X	X	<table border="1"> <tr><td></td><td>CWD</td></tr> <tr><td>X</td><td>LHD</td></tr> <tr><td></td><td>AAA</td></tr> <tr><td></td><td>UCCE</td></tr> <tr><td></td><td>CCC</td></tr> </table>		CWD	X	LHD		AAA		UCCE		CCC	<table border="1"> <tr><th colspan="4">Year 1</th></tr> <tr><th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table> <table border="1"> <tr><th colspan="4">Year 2</th></tr> <tr><th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table> <table border="1"> <tr><th colspan="4">Year 3</th></tr> <tr><th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<table border="1"> <tr><td></td><td>EARS/ATF</td></tr> <tr><td></td><td>PSE RE-AIM Report</td></tr> <tr><td></td><td>UC CalFresh Workbook</td></tr> <tr><td></td><td>Food Behavior Checklist</td></tr> <tr><td></td><td>UC Intent to Change</td></tr> </table> <p>List other: Poster presentations; conference presentations; articles and publications; case studies</p>		EARS/ATF		PSE RE-AIM Report		UC CalFresh Workbook		Food Behavior Checklist		UC Intent to Change
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\*\*Time Frame: Year &amp; Quarter:

Year 1 (FFY 2017); Year 2 (FFY 2018); Year 3 (FFY 2019)

Qtr. 1 (Oct. 1-Dec. 31); Qtr. 2 (Jan. 1-March 31); Qtr. 3 (Apr. 1-Jun. 30); Qtr. 4 (Jul. 1-Sept.30)

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

#### **SECTION C: INTERVENTION PLAN**

- I. **Three-Year SNAP-Ed Local Objective #3 (FFY 2017–FFY 2019):** By September 2019, increase the amount of urban agriculture opportunities available to SNAP-Ed eligible community members and students by building and/or maintaining 50 edible gardens in qualifying locations.

*Local Objectives must be S.M.A.R.T (Specific, Measureable, Achievable, Realistic, and Time-Bound)*

**SNAP-Ed State Goals (check all that apply):**

X	<b>Goal 1:</b> Food and Beverages (Behavioral)
	<b>Goal 2:</b> Physical Activity (Behavioral)
X	<b>Goal 3:</b> Food Resource Management (Behavioral)
X	<b>Goal 4:</b> Access to and/or appeal of dietary choices(Physical and Social Environmental)
	<b>Goal 5:</b> Access to and/or appeal of physical activity opportunities (Physical and Social Environmental)

- II. **PSE Strategy(ies) that support the Three-Year SNAP-Ed Local Objective listed above:** Edible Gardens; Local Urban Agriculture

- III. **Annual Objectives to support the Three-Year SNAP-Ed Local Objective listed above:**

*Local Objectives must be S.M.A.R.T (Specific, Measureable, Achievable, Realistic, and Time-Bound)*

1. **FFY 2017 (Year 1) Objective(s):**

- a. By September 2017, assess and select 50 sites for garden projects, identify leads for each site, and develop action plans for each site.
- b. By September 2017, urban agriculture partnerships and collaboratives will be established for each site/network of garden sites and urban agriculture policy efforts.

2. **FFY 2018 (Year 2) Objective(s):**

- a. By September 2018, 50 edible garden projects will be in an active implementation and/or maintenance phase.
- b. By September 2018, 4 urban agriculture collaboratives will have engaged decision makers by educating and informing.

3. **FFY 2019 (Year 3) Objective(s):**

- a. By September 2019, 50 edible garden projects will have maintenance and sustainability plans.
- b. By September 2019, 4 communities will establish plans (zoning ordinance or other land-use policy) encouraging and facilitating urban agriculture in qualifying jurisdictions.

**Three-Year SNAP-Ed Local Objective #3 (FFY 2017–FFY 2019):** By September 2019, increase the amount of urban agriculture opportunities available to SNAP-Ed eligible community members and students by building and/or maintaining 50 edible gardens in qualifying locations.

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

*Restate the Local Objective (item I.)*

Activity Number	Activity Description	Intervention Categories*		Responsible SNAP-Ed Agency(ies)		Subcontractors	Time Frame: Year & Quarter** <i>Check all that apply</i>	Documentation																																																														
3.1	Develop a plan for improving nutrition access through urban agriculture in qualified settings. This includes: a) Proposed garden projects b) Selection of approved baseline assessments needed and how they will be conducted (e.g. surveys, photovoice, interviews, etc.) c) Selection of approved program activities that garner support and inform community about PSE changes d) Selection of approved community engagement models (Youth Participatory Action Research, Community Based Participatory Research) to be utilized for PSE strategy.	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td>X</td><td>C&amp;C</td></tr><tr><td></td><td>TTA</td></tr></table>		CED		CEI		MPR	X	C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td>X</td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE	X	CCC	CWD: LHD: TBD AAA: UCCE: CCC:	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4"> </td></tr><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td colspan="4"> </td></tr><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X					Year 2				Q1	Q2	Q3	Q4									Year 3				Q1	Q2	Q3	Q4					Action plans to be kept on file
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3.2	Convene community and institutional stakeholders and facilitate task force/committee meetings to support the implementation of urban agriculture projects, including: a) Review baseline summary report b) Review best practices c) Coordination of staff training regarding PSE implementation, community engagement, and programmatic activities to support PSE, participate in presentations and meetings with key stakeholders/decision makers, and identify champions from the coalition to lead media activities.	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td>X</td><td>MPR</td></tr><tr><td>X</td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED		CEI	X	MPR	X	C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4"> </td></tr><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4"> </td></tr><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X					Year 2				Q1	Q2	Q3	Q4	X	X	X	X					Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Meeting agendas and minutes to be kept on file  RE-AIM Tracker
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### Supplemental Nutrition Assistance Program Education (SNAP-Ed)

#### Three-Year Integrated Work Plan FFY 2017–2019

3.3	Provide ongoing training, technical assistance, and support to increase capacity to execute PSE strategies and related direct/indirect education, community engagement, and media engagement.	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED		CEI		MPR		C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Training agendas and minutes to be kept on file
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3.4	Conduct 750 garden-based nutrition education classes to reach at least 2,500 SNAP-Ed eligible community members annually using NEOPB-approved curricula and resources.	<table><tr><td>X</td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td></td><td>TTA</td></tr></table>	X	CED		CEI		MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td>X</td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE	X	CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4			X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Online Activity Tracking Form, EARS reports
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3.5	Promote PSE key programmatic activities and achievements to stakeholders and target audience (e.g., applying and participating in local, state, or national recognition programs; seeking letters of support or recognition from local officials; newsletters; email blasts; bulletin boards; community events; social marketing campaign material distribution and social media activity; presentations; press releases and media advisories; etc.) to garner support and identify additional partners and champions for PSE implementation, to	<table><tr><td></td><td>CED</td></tr><tr><td>X</td><td>CEI</td></tr><tr><td>X</td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED	X	CEI	X	MPR		C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td>X</td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE	X	CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4			X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	RE-AIM Tracker
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## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

	promote related direct and indirect education activities, and to highlight key programmatic activities, PSE milestones, and/or other achievements.																																																													
3.6	Develop a sustainability plan to ensure viability of PSE change beyond the grant period, which includes but is not limited to: a) Expansion of current relationships and partnerships; b) Seeking and securing funding for continued implementation of PSE strategy(ies).	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td>X</td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED		CEI		MPR	X	C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4					Year 2				Q1	Q2	Q3	Q4					Year 3				Q1	Q2	Q3	Q4			X	X	Sustainability plans and related materials (MOUs, contracts, agreements, policies) to be kept on file  RE-AIM Tracker
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3.7	Develop and implement local media and public relations campaigns utilizing CDPH approved media materials created to promote and enhance awareness of CDPH media campaigns, local LIA initiatives, and subcontractor programs and PSEs (e.g. purchase local media buys in local markets made in consultation with and approved by CDPH; engagement with traditional and nontraditional media; press events resulting in media stories and social media posting; development and dissemination of communication tools to support	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td>X</td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td></td><td>TTA</td></tr></table>		CED		CEI	X	MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4		X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Media and public relations plan and corresponding material on file  Sample materials of paid media ads on file
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## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

	local SNAP-Ed objectives such as fact sheets and promotional materials; promotional events in target communities; coordinated media and public relations efforts highlighting signature promotions).					List of coordinated media and public relations events and samples of material distributed on file
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**\*Intervention Categories Legend**

**CED** = Community/Nutrition and Physical Activity Education Direct; **CEI** = Community/Nutrition and Physical Activity Education Indirect; **MPR** = Media, Social Media, Public Relations and Messaging; **C&C** = Coordination and Collaboration; **TTA** = Training and Technical Assistance

**\*\*Time Frame: Year & Quarter:**

Year 1 (FFY 2017); Year 2 (FFY 2018); Year 3 (FFY 2019)

Qtr. 1 (Oct. 1-Dec. 31); Qtr. 2 (Jan. 1-March 31); Qtr. 3 (Apr. 1-Jun. 30); Qtr. 4 (Jul. 1-Sept.30)

### Educational Materials, Resources, and Curriculum

Activity Number	Curriculum, Toolkit, Resource Name	SNAP-Ed Agency(ies)		Level of Evidence Base	
	USDA Team Nutrition - Dig In		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Food Sense Basics - Gardening Resource		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

	Nourish Food and Community - Food and Ecosystems		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	UC Cooperative Extension Master Gardener Trainings		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	USDA Choose MyPlate		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Harvest of the Month		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
		X	CCC		
	Fruit, Vegetable, and Physical Activity Toolbox for Community Educators		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Body & Soul		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
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FFY 2017–2019**

	Grow It, Try It, Like It		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Grow LA Victory Garden Initiatives – Vegetable Gardening Handbook for Beginners		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Fresh from the Garden		CWD		Research Tested
			LHD		Practice Tested
			AAA	X	Emerging
			UCCE		N/A - Please describe below:
		X	CCC		

## Evaluation Activities (FFY 2017 - FFY 2019)

[ (Evaluation Type) ]

Activity Number	Evaluation Activity Description	Formative	Process	Outcome or Impact	Responsible SNAP-Ed Agency(ies)	Time Frame: Year & Quarter** Check all that apply	Tool/Documentation	
E.3.1	Use RE-AIM to monitor progress, effectiveness, and sustainability of PSE projects.	<div></div>	<div>X</div>	<div>X</div>	<div><div></div>CWD</div> <div>X<div>LHD</div></div> <div><div></div>AAA</div> <div><div></div>UCCE</div> <div>X<div>CCC</div></div>	<div><div>Year 1</div><div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div></div><div><div>X</div><div>X</div><div>X</div><div>X</div></div></div> <div><div>Year 2</div><div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div></div><div><div>X</div><div>X</div><div>X</div><div>X</div></div></div>	<div><div></div><div>EARS/ATF</div></div> <div><div>X</div><div>PSE RE-AIM Report</div></div> <div><div></div><div>UC CalFresh Workbook</div></div>	

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
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E.3.2	Conduct community assessments and formative evaluation to identify community needs, inform PSE activities, and engage community members to support PSE projects in their jurisdiction.	X			<table border="1"> <tr><td></td><td>CWD</td></tr> <tr><td>X</td><td>LHD</td></tr> <tr><td></td><td>AAA</td></tr> <tr><td></td><td>UCCE</td></tr> <tr><td></td><td>CCC</td></tr> </table>		CWD	X	LHD		AAA		UCCE		CCC	<table border="1"> <tr><th colspan="4">Year 1</th></tr> <tr> <th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr> <tr> <td>X</td><td>X</td><td>X</td><td></td></tr> </table> <table border="1"> <tr><th colspan="4">Year 2</th></tr> <tr> <th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr> <tr> <td></td><td></td><td></td><td></td></tr> </table> <table border="1"> <tr><th colspan="4">Year 3</th></tr> <tr> <th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr> <tr> <td></td><td></td><td></td><td></td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X		Year 2				Q1	Q2	Q3	Q4					Year 3				Q1	Q2	Q3	Q4					<table border="1"> <tr><td></td><td>EARS/ATF</td></tr> <tr><td>X</td><td>PSE RE-AIM Report</td></tr> <tr><td></td><td>UC CalFresh Workbook</td></tr> <tr><td></td><td>Food Behavior Checklist</td></tr> <tr><td></td><td>UC Intent to Change</td></tr> </table>		EARS/ATF	X	PSE RE-AIM Report		UC CalFresh Workbook		Food Behavior Checklist		UC Intent to Change
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E.3.3	Participate in impact/outcome evaluation efforts including IOE and other enhanced evaluation activities, as needed.			X	<table border="1"> <tr><td></td><td>CWD</td></tr> <tr><td>X</td><td>LHD</td></tr> <tr><td></td><td>AAA</td></tr> <tr><td></td><td>UCCE</td></tr> <tr><td>X</td><td>CCC</td></tr> </table>		CWD	X	LHD		AAA		UCCE	X	CCC	<table border="1"> <tr><th colspan="4">Year 1</th></tr> <tr> <th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr> <tr> <td></td><td>X</td><td></td><td>X</td></tr> </table> <table border="1"> <tr><th colspan="4">Year 2</th></tr> <tr> <th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr> <tr> <td>X</td><td></td><td>X</td><td></td></tr> </table> <table border="1"> <tr><th colspan="4">Year 3</th></tr> <tr> <th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr> <tr> <td>X</td><td></td><td>X</td><td></td></tr> </table>	Year 1				Q1	Q2	Q3	Q4		X		X	Year 2				Q1	Q2	Q3	Q4	X		X		Year 3				Q1	Q2	Q3	Q4	X		X		<table border="1"> <tr><td></td><td>EARS/ATF</td></tr> <tr><td></td><td>PSE RE-AIM Report</td></tr> <tr><td></td><td>UC CalFresh Workbook</td></tr> <tr><td>X</td><td>Food Behavior Checklist</td></tr> <tr><td></td><td>UC Intent to Change</td></tr> </table>		EARS/ATF		PSE RE-AIM Report		UC CalFresh Workbook	X	Food Behavior Checklist		UC Intent to Change
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## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
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FFY 2017–2019**

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E.3.5	Disseminate evaluation findings and/or best practices in SNAP-Ed program delivery at local, state, and/or national conferences.		X	X	<table border="1"> <tr><td></td><td>CWD</td></tr> <tr><td>X</td><td>LHD</td></tr> <tr><td></td><td>AAA</td></tr> <tr><td></td><td>UCCE</td></tr> <tr><td></td><td>CCC</td></tr> </table>		CWD	X	LHD		AAA		UCCE		CCC	<table border="1"> <tr><th colspan="4">Year 1</th></tr> <tr><th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table> <table border="1"> <tr><th colspan="4">Year 2</th></tr> <tr><th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table> <table border="1"> <tr><th colspan="4">Year 3</th></tr> <tr><th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<table border="1"> <tr><td></td><td>EARS/ATF</td></tr> <tr><td></td><td>PSE RE-AIM Report</td></tr> <tr><td></td><td>UC CalFresh Workbook</td></tr> <tr><td></td><td>Food Behavior Checklist</td></tr> <tr><td></td><td>UC Intent to Change</td></tr> </table> <p>List other: Poster presentations; conference presentations; articles and publications; case studies</p>		EARS/ATF		PSE RE-AIM Report		UC CalFresh Workbook		Food Behavior Checklist		UC Intent to Change
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\*\*Time Frame: Year &amp; Quarter:

Year 1 (FFY 2017); Year 2 (FFY 2018); Year 3 (FFY 2019)

Qtr. 1 (Oct. 1-Dec. 31); Qtr. 2 (Jan. 1-March 31); Qtr. 3 (Apr. 1-Jun. 30); Qtr. 4 (Jul. 1-Sept.30)

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

#### **SECTION C: INTERVENTION PLAN**

- I. **Three-Year SNAP-Ed Local Objective #4 (FFY 2017–FFY 2019):** By September 2019, organizational policies will be adopted, maintained, and/or expanded at a minimum of 50 qualifying sites that increase access to healthy food and beverages and/or physical activity for SNAP-Ed eligible community members.

*Local Objectives must be S.M.A.R.T (Specific, Measureable, Achievable, Realistic, and Time-Bound)*

**SNAP-Ed State Goals (check all that apply):**

X	<b>Goal 1:</b> Food and Beverages (Behavioral)
X	<b>Goal 2:</b> Physical Activity (Behavioral)
X	<b>Goal 3:</b> Food Resource Management (Behavioral)
X	<b>Goal 4:</b> Access to and/or appeal of dietary choices(Physical and Social Environmental)
X	<b>Goal 5:</b> Access to and/or appeal of physical activity opportunities (Physical and Social Environmental)

- II. **PSE Strategy(ies) that support the Three-Year SNAP-Ed Local Objective listed above:** School Wellness Policy, Healthy Food & Beverage Standards; Healthy Vending; Safe Routes to School; Structured Physical Activity; Worksites

- III. **Annual Objectives to support the Three-Year SNAP-Ed Local Objective listed above:**

*Local Objectives must be S.M.A.R.T (Specific, Measureable, Achievable, Realistic, and Time-Bound)*

**1. FFY 2017 (Year 1) Objective(s):**

- a. By September 2017, assess and select 50 sites for planned adoption of healthy organizational policies, identify leads, and develop action plans for each site/network of sites.
- b. By September 2017, partnerships and collaboratives will be established for each site/each network of sites.

**2. FFY 2018 (Year 2) Objective(s):**

- a. By September 2018, healthy organizational policies projects at 50 sites will be in an active implementation or maintenance phase.

**3. FFY 2019 (Year 3) Objective(s):**

- a. By September 2019, healthy organizational policies will be adopted at 50 sites and will have maintenance and sustainability plans.
- b. By September 2019, 10% of SNAP-Ed Title IIIC Congregate Nutrition Sites in LAC will implement new meal preparation standards.

**Three-Year SNAP-Ed Local Objective #4 (FFY 2017–FFY 2019):** By September 2019, organizational policies will be adopted, maintained, and/or expanded at a minimum of 50 qualifying sites that increase access to healthy food and beverages and/or physical activity for SNAP-Ed eligible community members.

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
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FFY 2017–2019**

*Restate the Local Objective (item I.)*

Activity Number	Activity Description	Intervention Categories*		Responsible SNAP-Ed Agency(ies)		Subcontractors	Time Frame: Year & Quarter** <i>Check all that apply</i>	Documentation
4.1	Develop a plan for adopting organizational policies that increase healthy eating and physical activity in qualified settings. This includes: a) Proposed PSE projects; b) Selection of approved baseline assessments needed and how they will be conducted (e.g. surveys, photovoice, interviews, etc.); c) Selection of approved program activities that garner support and inform community about PSE changes; d) Selection of approved community engagement models (Youth Participatory Action Research, Community Based Participatory Research) to be utilized for PSE strategy.	<div><div></div><div></div><div></div><div>X</div><div></div></div> <div>CED CEI MPR C&amp;C TTA</div>	<div><div></div><div>X</div><div></div><div></div><div>X</div></div> <div>CWD LHD AAA UCCE CCC</div>	CWD: LHD: TBD AAA: UCCE: CCC:	<div>Year 1</div> <div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div><div>X</div><div>X</div><div>X</div><div>X</div></div> <div>Year 2</div> <div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div><div></div><div></div><div></div><div></div></div> <div>Year 3</div> <div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div><div></div><div></div><div></div><div></div></div>	Action plans to be kept on file		
4.2	Develop a policy change to SNAP-Ed Congregate sites menus targeting sodium reduction and increasing key nutrients such as potassium rich foods. This includes: 1) Researching, analyzing and evaluating on the most recent DGAs, 2) Planning menus, and 3) Conducting Nutritional Analysis.	<div><div></div><div></div><div></div><div>X</div><div>X</div></div> <div>CED CEI MPR C&amp;C TTA</div>	<div><div></div><div></div><div>X</div><div></div><div></div></div> <div>CWD LHD AAA UCCE CCC</div>	CWD: LHD: AAA: TBD UCCE: CCC: :	<div>Year 1</div> <div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div><div>X</div><div>X</div><div>X</div><div>X</div></div> <div>Year 2</div> <div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div><div></div><div></div><div></div><div></div></div> <div>Year 3</div> <div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div><div></div><div></div><div></div><div></div></div>	Action plans to be kept on file		

### Supplemental Nutrition Assistance Program Education (SNAP-Ed)

#### Three-Year Integrated Work Plan FFY 2017–2019

4.3	Convene community and institutional stakeholders and facilitate task force/committee meetings to support the implementation of organizational policy projects, including: a) Review baseline summary report; b) Review best practices; c) Coordination of staff training regarding PSE implementation, community engagement, and programmatic activities to support PSE, participate in presentations and meetings with key stakeholders/decision makers, and identify champions from the task force/committee to lead media activities.	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td>X</td><td>MPR</td></tr><tr><td>X</td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED		CEI	X	MPR	X	C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Meeting agendas and minutes to be kept on file  RE-AIM Tracker
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4.4	Provide ongoing training, technical assistance, and support to increase capacity to execute PSE strategies and related direct/indirect education, community engagement, and media engagement.	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED		CEI		MPR		C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td>X</td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td>X</td><td>CCC</td></tr></table>		CWD	X	LHD	X	AAA		UCCE	X	CCC	CWD: LHD: TBD AAA: TBD UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Training agendas and minutes to be kept on file
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4.5	Conduct 750 nutrition education and/or physical activity classes to reach at least 2,500 SNAP-Ed eligible community members annually using NEOPB-approved curricula and resources.	<table><tr><td>X</td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td></td><td>TTA</td></tr></table>	X	CED		CEI		MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td>X</td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE	X	CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4			X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Online Activity Tracking Form, EARS reports  Attendance sheets and data cards to be kept on file
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### Supplemental Nutrition Assistance Program Education (SNAP-Ed)

#### Three-Year Integrated Work Plan FFY 2017–2019

4.6	<p>In a social group setting, conduct 4, 1-2 hour nutrition education sessions for 15-50 older adults at qualifying congregate sites utilizing the Eat Smart, Live Strong Nutrition Education for Older Adults Guide. The following are the activities:</p> <ul style="list-style-type: none"><li>- Provide nutrition education sessions utilizing ChooseMyPlate tools and materials that promote the increased consumption of healthy foods via cooking demonstrations with tastings and take-home recipes.</li><li>- Provide eye-catching healthy food choice handouts that support the verbal and visual nutrition education materials presented.</li><li>- Provide Weekly Logs and Personal Goal Sheets for self-management through effective personal tracking/goals setting.</li><li>- Distribute nutritional reinforcement items (NERI) to include cooking related items such as measuring cups, recipe cards, cookbooks, and other related items that further encourage and condition older adults to act on education, to raise awareness of the healthy choices being presented, and to understand the methods of incorporation into daily life.</li></ul> <p>In a group setting, discuss weekly logs and personal goal sheets to reinforce nutrition education messages and behavior change of increasing consumption of healthy foods.</p>	<table><tr><td>X</td><td>CED</td></tr><tr><td>X</td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td></td><td>TTA</td></tr></table>	X	CED	X	CEI		MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td></td><td>LHD</td></tr><tr><td>X</td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD		LHD	X	AAA		UCCE		CCC	<p>CWD: LHD: TBD AAA: TBD UCCE: CCC: :</p>	<table><tr><th colspan="4">Year 1</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><th colspan="4">Year 2</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><th colspan="4">Year 3</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<p>CDA Approved plan and lessons – copies on file</p> <p>Class sign-in sheets kept on file</p> <p>Online Activity Tracking Form, EARS reports</p>
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FFY 2017–2019**

4.7	<p>Provide a minimum of 20 nutrition education activities in support of the Dietary Approaches to Stop Hypertension (DASH) eating plan, Rethink Your Drink healthy beverage education efforts to reach SNAP-Ed eligible individuals in qualifying sites. Sample activities include:</p> <ul style="list-style-type: none"><li>- Instruction on DASH education lessons and optional taste testing.</li></ul> <p>Strategically display nutrition education materials: posters, pamphlets, flyers, etc. to reach target audience.</p>	<table><tr><td>X</td><td>CED</td></tr><tr><td>X</td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td></td><td>TTA</td></tr></table>	X	CED	X	CEI		MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td></td><td>LHD</td></tr><tr><td>X</td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD		LHD	X	AAA		UCCE		CCC	<p>CWD: LHD: TBD AAA: TBD UCCE: CCC: :</p>	<p>Year 1</p> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <p>Year 2</p> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <p>Year 3</p> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4	X	X	X	X	<p>CDA Approved plan and lessons – copies on file</p> <p>Class sign-in sheets kept on file</p> <p>Online Activity Tracking Form, EARS reports</p>
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4.8	<p>Promote ChooseMyPlate.gov to reinforce nutrition education messages by displaying posters and support materials at all qualified sites.</p>	<table><tr><td></td><td>CED</td></tr><tr><td>X</td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td></td><td>TTA</td></tr></table>		CED	X	CEI		MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td></td><td>LHD</td></tr><tr><td>X</td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD		LHD	X	AAA		UCCE		CCC	<p>CWD: LHD: TBD AAA: TBD UCCE: CCC: :</p>	<p>Year 1</p> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <p>Year 2</p> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <p>Year 3</p> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4	X	X	X	X	<p>Online Activity Tracking Form, EARS reports</p>
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4.9	<p>Promote PSE key programmatic activities and achievements to stakeholders and target audience (e.g., applying and participating in local, state, or national recognition programs; seeking letters of support or recognition from local officials; newsletters; email blasts; bulletin boards; community events; social marketing campaign material distribution and social media activity; presentations; press releases and media advisories; etc.) to garner support and identify additional partners and champions for PSE implementation, to</p>	<table><tr><td></td><td>CED</td></tr><tr><td>X</td><td>CEI</td></tr><tr><td>X</td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED	X	CEI	X	MPR		C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td>X</td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE	X	CCC	<p>CWD: LHD: TBD AAA: UCCE: CCC: :</p>	<p>Year 1</p> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td>X</td><td>X</td></tr></table> <p>Year 2</p> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <p>Year 3</p> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Q1	Q2	Q3	Q4			X	X	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4	X	X	X	X	<p>RE-AIM Tracker</p>
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## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

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Integrated Work Plan  
FFY 2017–2019**

	promote related direct and indirect education activities, and to highlight key programmatic activities, PSE milestones, and/or other achievements.																																																													
4.10	Develop a sustainability plan to ensure viability of PSE change beyond the grant period, which includes but is not limited to: a) Expansion of current relationships and partnerships; b) Seeking and securing funding for continued implementation of PSE strategy(ies).	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td>X</td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED		CEI		MPR	X	C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4					Year 2				Q1	Q2	Q3	Q4					Year 3				Q1	Q2	Q3	Q4			X	X	Sustainability plans and related materials (MOUs, contracts, agreements, policies) to be kept on file  RE-AIM Tracker
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4.11	Develop and implement local media and public relations campaigns utilizing CDPH approved media materials created to promote and enhance awareness of CDPH media campaigns, local LIA initiatives, and subcontractor programs and PSEs (e.g. purchase local media buys in local markets made in consultation with and approved by CDPH; engagement with traditional and nontraditional media; press events resulting in media stories and social media posting; development and dissemination of communication tools to support	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td>X</td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td></td><td>TTA</td></tr></table>		CED		CEI	X	MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4		X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Media and public relations plan and corresponding material on file  Sample materials of paid media ads on file
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### Three-Year Integrated Work Plan FFY 2017–2019

	local SNAP-Ed objectives such as fact sheets and promotional materials; promotional events in target communities; coordinated media and public relations efforts highlighting signature promotions).					List of coordinated media and public relations events and samples of material distributed on file
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**\*Intervention Categories Legend**

**CED** = Community/Nutrition and Physical Activity Education Direct; **CEI** = Community/Nutrition and Physical Activity Education Indirect; **MPR** = Media, Social Media, Public Relations and Messaging; **C&C** = Coordination and Collaboration; **TTA** = Training and Technical Assistance

**\*\*Time Frame: Year & Quarter:**

Year 1 (FFY 2017); Year 2 (FFY 2018); Year 3 (FFY 2019)

Qtr. 1 (Oct. 1-Dec. 31); Qtr. 2 (Jan. 1-March 31); Qtr. 3 (Apr. 1-Jun. 30); Qtr. 4 (Jul. 1-Sept.30)

### Educational Materials, Resources, and Curriculum

Activity Number	Curriculum, Toolkit, Resource Name	SNAP-Ed Agency(ies)		Level of Evidence Base	
	USDA Choose MyPlate		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Harvest of the Month		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
		X	CCC		
	Empowering Youth with Nutrition & Physical Activity		CWD	X	Research Tested

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		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Playing the Policy Game		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Inspiring Youth as Partners		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Inspiring Youth, Growing Change		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Eat Healthy, Be Active Community Workshop (for Adults)		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
		X	CCC		
	USDA 10 Tip Series (for Adults)		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
		X	CCC		

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	School Idea and Resource Kit (PowerPlay for students and teachers)		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Shape of Yoga PA Booklet		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
		X	CCC		
	Rethink Your Drink		CWD		Research Tested
		X	LHD	X	Practice Tested
		X	AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Fruit, Vegetable, and Physical Activity Toolbox for Community Educators		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Power Up in 10		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
		X	CCC		
	California Fit Business Kit		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging

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			UCCE		N/A - Please describe below:
			CCC		
	Safe Routes to School Resources		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Eat Smart, Live Strong Nutrition Education for Older Adults Guide		CWD	X	Research Tested
			LHD		Practice Tested
		X	AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	DASH Health Education Kit		CWD	X	Research Tested
			LHD		Practice Tested
		X	AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	American Heart Association Healthy Workplace Food and Beverage Toolkit		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Choose Health LA Resources		CWD		Research Tested
	- Vending Machine Nutrition Policy, Beverages in Vending Machines	X	LHD	X	Practice Tested
	- Vending Machine Nutrition Policy, Snacks in Vending Machines		AAA		Emerging
	- Nutrition Recommendations for Meals, Snacks, and Beverages in Cafeterias		UCCE		N/A - Please describe below:
			CCC		

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	Cooking Matters		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Eat Right When Money's Tight		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Eat Fresh		CWD		Research Tested
		X	LHD		Practice Tested
			AAA	X	Emerging
			UCCE		N/A - Please describe below:
		X	CCC		
	Food Smarts Workshops		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A – Please describe below:
		X	CCC		
	Plan, Shop, Save and Cook		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A – Please describe below:
			CCC		
	Making Every Dollar Count		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging



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		<input type="checkbox"/>	UCCE		N/A – Please describe below:
		<input type="checkbox"/>	CCC		
	Healthy, Happy Families	<input type="checkbox"/>	CWD	<input type="checkbox"/>	Research Tested
		X	LHD	X	Practice Tested
		<input type="checkbox"/>	AAA	<input type="checkbox"/>	Emerging
		<input type="checkbox"/>	UCCE	<input type="checkbox"/>	N/A – Please describe below:
		<input type="checkbox"/>	CCC		

## Evaluation Activities (FFY 2017 - FFY 2019)

[ (Evaluation Type) ]

Activity Number	Evaluation Activity Description	Formative	Process	Outcome or Impact	Responsible SNAP-Ed Agency(ies)		Time Frame: Year & Quarter** Check all that apply	Tool/Documentation	
E.4.1	Use RE-AIM to monitor progress, effectiveness, and sustainability of PSE projects.	<div></div>	<div>X</div>	<div>X</div>	<div></div>	CWD	<div>Year 1</div> <div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div></div> <div><div>X</div><div>X</div><div>X</div><div>X</div></div> <div>Year 2</div> <div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div></div> <div><div>X</div><div>X</div><div>X</div><div>X</div></div> <div>Year 3</div> <div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div></div> <div><div>X</div><div>X</div><div>X</div><div>X</div></div>	<div></div>	EARS/ATF
					X	LHD		X	PSE RE-AIM Report
						AAA			UC CalFresh Workbook
						UCCE			Food Behavior Checklist
					X	CCC			UC Intent to Change
									List other:
E.4.2	Conduct community assessments and formative evaluation to identify community needs, inform PSE activities, and engage	<div>X</div>	<div></div>	<div></div>	<div></div>	CWD	<div>Year 1</div> <div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div></div> <div><div>X</div><div>X</div><div>X</div><div></div></div>	<div></div>	EARS/ATF
					X	LHD		X	PSE RE-AIM Report
						AAA			
						UCCE			

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

	community members to support PSE projects in their jurisdiction.				CCC	<div>Year 2</div> <div>Q1 Q2 Q3 Q4</div> <div>Year 3</div> <div>Q1 Q2 Q3 Q4</div>	<div>UC CalFresh Workbook</div> <div>Food Behavior Checklist</div> <div>UC Intent to Change</div> <div>List other: TBD</div>
E.4.3	Participate in impact/outcome evaluation efforts including IOE and other enhanced evaluation activities, as needed.			X	<div>CWD</div> <div>X LHD</div> <div>X AAA</div> <div>UCCE</div> <div>X CCC</div>	<div>Year 1</div> <div>Q1 Q2 Q3 Q4</div> <div>Year 2</div> <div>Q1 Q2 Q3 Q4</div> <div>Year 3</div> <div>Q1 Q2 Q3 Q4</div>	<div>EARS/ATF</div> <div>PSE RE-AIM Report</div> <div>UC CalFresh Workbook</div> <div>X Food Behavior Checklist</div> <div>UC Intent to Change</div> <div>List other: Rapid Assessment of Physical Activity (RAPA)</div>
E.4.4	Engage in on-going process evaluation by recording SNAP-Ed activities, sites, participants reached, and other required information on the online Activity Tracking Form.		X		<div>CWD</div> <div>X LHD</div> <div>AAA</div> <div>UCCE</div> <div>X CCC</div>	<div>Year 1</div> <div>Q1 Q2 Q3 Q4</div> <div>Year 2</div> <div>Q1 Q2 Q3 Q4</div> <div>Year 3</div> <div>Q1 Q2 Q3 Q4</div>	<div>X EARS/ATF</div> <div>PSE RE-AIM Report</div> <div>UC CalFresh Workbook</div> <div>Food Behavior Checklist</div> <div>UC Intent to Change</div>

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

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FFY 2017–2019**

							List other:																																																								
E.4.5	Disseminate evaluation findings and/or best practices in SNAP-Ed program delivery at local, state, and/or national conferences.		X	X	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<table><tr><td></td><td>EARS/ATF</td></tr><tr><td></td><td>PSE RE-AIM Report</td></tr><tr><td></td><td>UC CalFresh Workbook</td></tr><tr><td></td><td>Food Behavior Checklist</td></tr><tr><td></td><td>UC Intent to Change</td></tr></table> <p>List other: Poster presentations; conference presentations; articles/publications; case studies</p>		EARS/ATF		PSE RE-AIM Report		UC CalFresh Workbook		Food Behavior Checklist		UC Intent to Change
	CWD																																																														
X	LHD																																																														
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**\*\*Time Frame: Year & Quarter:**

Year 1 (FFY 2017); Year 2 (FFY 2018); Year 3 (FFY 2019)

Qtr. 1 (Oct. 1-Dec. 31); Qtr. 2 (Jan. 1-March 31); Qtr. 3 (Apr. 1-Jun. 30); Qtr. 4 (Jul. 1-Sept.30)

**SECTION C: INTERVENTION PLAN**

- I. **Three-Year SNAP-Ed Local Objective #5 (FFY 2017–FFY 2019):** By September 2019, jurisdictional policy or plans will be established in a minimum of 6 qualifying communities, reducing access to unhealthy food and beverages and increase access to healthy food and beverages and/or physical activity for SNAP-Ed eligible community members.

*Local Objectives must be S.M.A.R.T (Specific, Measureable, Achievable, Realistic, and Time-Bound)*

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

#### SNAP-Ed State Goals (*check all that apply*):

X	<b>Goal 1:</b> Food and Beverages (Behavioral)
X	<b>Goal 2:</b> Physical Activity (Behavioral)
X	<b>Goal 3:</b> Food Resource Management (Behavioral)
X	<b>Goal 4:</b> Access to and/or appeal of dietary choices(Physical and Social Environmental)
X	<b>Goal 5:</b> Access to and/or appeal of physical activity opportunities (Physical and Social Environmental)

II. **PSE Strategy(ies) that support the Three-Year SNAP-Ed Local Objective listed above:** Healthy Vending; Safe Routes to School; Active Transportation; Healthy Parks

III. **Annual Objectives to support the Three-Year SNAP-Ed Local Objective listed above:**

*Local Objectives must be S.M.A.R.T (Specific, Measureable, Achievable, Realistic, and Time-Bound)*

1. **FFY 2017 (Year 1) Objective(s):**

- a. By September 2017, assess and select 8 communities for planned adoption of healthy plans or policies, identify leads, and develop action plans for each site/network of sites.
- b. By September 2017, partnerships and collaboratives will be established for each healthy parks and/or active transportation plan.

2. **FFY 2018 (Year 2) Objective(s):**

- a. By September 2018, healthy plans or policy projects in 8 will be in an active implementation
- b. By September 2018, 8 collaboratives will have engaged decision makers through education and information sharing.

3. **FFY 2019 (Year 3) Objective(s):**

- a. By September 2019, 6 communities will establish plans or policies (ie: healthy vending, healthy park plan, complete streets, safe routes to school) that increase opportunities for SNAP-Ed eligible community members to engage in healthy eating and physical activity in qualifying jurisdictions.

**Three-Year SNAP-Ed Local Objective #5 (FFY 2017–FFY 2019):** By September 2019, jurisdictional policy or plans will be established in a minimum of 6 qualifying communities, reducing access to unhealthy food and beverages and increase access to healthy food and beverages and/or physical activity for SNAP-Ed eligible community members.

*Restate the Local Objective (item I.)*

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

Activity Number	Activity Description	Intervention Categories*		Responsible SNAP-Ed Agency(ies)		Subcontractors	Time Frame: Year & Quarter** <i>Check all that apply</i>	Documentation																								
5.1	Develop a plan for establishing a healthy parks or active transportation plan improving nutrition access through healthy jurisdictional plans and policies in qualifying communities. This includes: a) Proposed policy/plan b) Selection of approved baseline assessments needed and how they will be conducted (e.g. surveys, photovoice, interviews, etc.) c) Selection of approved program activities that garner support and inform community about PSE changes d) Selection of approved community engagement models (Youth Participatory Action Research, Community Based Participatory Research) to be utilized for PSE strategy.	<input type="checkbox"/>	CED	<input type="checkbox"/>	CWD	CWD: LHD: TBD AAA: UCCE: CCC:	<div>Year 1</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <div>Year 2</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr></table> <div>Year 3</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr></table>	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4					Q1	Q2	Q3	Q4					Action plans to be kept on file
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X	X	X	X																													
Q1	Q2	Q3	Q4																													
Q1	Q2	Q3	Q4																													
		<input type="checkbox"/>	CEI	X	LHD																											
		<input type="checkbox"/>	MPR		AAA																											
		X	C&C		UCCE																											
		<input type="checkbox"/>	TTA		CCC																											
5.2	Convene community and institutional stakeholders and facilitate task force/committee meetings to support the establishment of healthy parks and/or active transportation plans/policies, including: a) Review baseline summary report b) Review best practices c) Coordination of staff training regarding PSE implementation, community engagement, and programmatic activities to support PSE, participate in presentations and meetings with key stakeholders/decision makers, and identify champions from the coalition to lead media activities.	<input type="checkbox"/>	CED	<input type="checkbox"/>	CWD	CWD: LHD: TBD AAA: UCCE: CCC: :	<div>Year 1</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <div>Year 2</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <div>Year 3</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4	X	X	X	X	Meeting agendas and minutes to be kept on file  RE-AIM Tracker
Q1	Q2	Q3	Q4																													
X	X	X	X																													
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		X	TTA		CCC																											

### Supplemental Nutrition Assistance Program Education (SNAP-Ed)

#### Three-Year Integrated Work Plan FFY 2017–2019

5.3	Provide ongoing training, technical assistance, and support to increase capacity to execute PSE strategies and related direct/indirect education, community engagement, and media engagement.	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED		CEI		MPR		C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><th colspan="4">Year 1</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><th colspan="4">Year 2</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><th colspan="4">Year 3</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Training agendas and minutes to be kept on file
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X	X	X	X																																																											
5.4	Promote PSE key programmatic activities and achievements to stakeholders and target audience (e.g., applying and participating in local, state, or national recognition programs; seeking letters of support or recognition from local officials; newsletters; email blasts; bulletin boards; community events; social marketing campaign material distribution and social media activity; presentations; press releases and media advisories; etc.) to garner support and identify additional partners and champions for PSE implementation, to promote related direct and indirect education activities, and to highlight key programmatic activities, PSE milestones, and/or other achievements.	<table><tr><td></td><td>CED</td></tr><tr><td>X</td><td>CEI</td></tr><tr><td>X</td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED	X	CEI	X	MPR		C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><th colspan="4">Year 1</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td>X</td><td>X</td></tr></table> <table><tr><th colspan="4">Year 2</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><th colspan="4">Year 3</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4			X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	RE-AIM Tracker
	CED																																																													
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## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

5.5	Develop an enforcement and sustainability plan to ensure viability of policy/plan implementation after adoption and beyond the grant period, which includes but is not limited to: a) Expansion of current relationships and partnerships. b) Seeking and securing funding for continued implementation and enforcement of PSE changes.	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td>X</td><td>C&amp;C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED		CEI		MPR	X	C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4					Year 2				Q1	Q2	Q3	Q4					Year 3				Q1	Q2	Q3	Q4			X	X	Sustainability plans and related materials (MOUs, contracts, agreements, policies) to be kept on file  RE-AIM Tracker
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5.6	Develop and implement local media and public relations campaigns utilizing CDPH approved media materials created to promote and enhance awareness of CDPH media campaigns, local LIA initiatives, and subcontractor programs and PSEs (e.g. purchase local media buys in local markets made in consultation with and approved by CDPH; engagement with traditional and nontraditional media; press events resulting in media stories and social media posting; development and dissemination of communication tools to support local SNAP-Ed objectives such as fact sheets and promotional materials; promotional events in target communities; coordinated media and public relations efforts highlighting signature promotions).	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td>X</td><td>MPR</td></tr><tr><td></td><td>C&amp;C</td></tr><tr><td></td><td>TTA</td></tr></table>		CED		CEI	X	MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4		X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Media and public relations plan and corresponding material on file  Sample materials of paid media ads on file  List of coordinated media and public relations events and samples of material distributed on file
	CED																																																													
	CEI																																																													
X	MPR																																																													
	C&C																																																													
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**\*Intervention Categories Legend**

**CED** = Community/Nutrition and Physical Activity Education Direct; **CEI** = Community/Nutrition and Physical Activity Education Indirect; **MPR** = Media, Social Media, Public Relations and Messaging; **C&C** = Coordination and Collaboration; **TTA** = Training and Technical Assistance

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

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**Educational Materials, Resources, and Curriculum**

Activity Number	Curriculum, Toolkit, Resource Name	SNAP-Ed Agency(ies)		Level of Evidence Base	
	Empowering Youth with Nutrition & Physical Activity		CWD	X	Research Tested
		X	LHD		Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Playing the Policy Game		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Inspiring Youth as Partners		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
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## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

## Evaluation Activities (FFY 2017 - FFY 2019)

[ (Evaluation Type) ]

Activity Number	Evaluation Activity Description	Formative	Process	Outcome or Impact	Responsible SNAP-Ed Agency(ies)	Time Frame: Year & Quarter** Check all that apply	Tool/Documentation																																												
E.5.1	Use RE-AIM to monitor progress, effectiveness, and sustainability of PSE projects.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<table border="1"> <tr><td></td><td>CWD</td></tr> <tr><td>X</td><td>LHD</td></tr> <tr><td></td><td>AAA</td></tr> <tr><td></td><td>UCCE</td></tr> <tr><td></td><td>CCC</td></tr> </table>		CWD	X	LHD		AAA		UCCE		CCC	<p><b>Year 1</b></p> <table border="1"> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table> <p><b>Year 2</b></p> <table border="1"> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table> <p><b>Year 3</b></p> <table border="1"> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table>	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4	X	X	X	X	<table border="1"> <tr><td></td><td>EARS/ATF</td></tr> <tr><td>X</td><td>PSE RE-AIM Report</td></tr> <tr><td></td><td>UC CalFresh Workbook</td></tr> <tr><td></td><td>Food Behavior Checklist</td></tr> <tr><td></td><td>UC Intent to Change</td></tr> </table> <p>List other:</p>		EARS/ATF	X	PSE RE-AIM Report		UC CalFresh Workbook		Food Behavior Checklist		UC Intent to Change
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E.5.2	Conduct community assessments and formative evaluation to identify community needs, inform PSE activities, and engage community members to support PSE projects in their jurisdiction.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<table border="1"> <tr><td></td><td>CWD</td></tr> <tr><td>X</td><td>LHD</td></tr> <tr><td></td><td>AAA</td></tr> <tr><td></td><td>UCCE</td></tr> <tr><td></td><td>CCC</td></tr> </table>		CWD	X	LHD		AAA		UCCE		CCC	<p><b>Year 1</b></p> <table border="1"> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td></td></tr> </table> <p><b>Year 2</b></p> <table border="1"> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td></td><td></td><td></td><td></td></tr> </table> <p><b>Year 3</b></p> <table border="1"> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td></td><td></td><td></td><td></td></tr> </table>	Q1	Q2	Q3	Q4	X	X	X		Q1	Q2	Q3	Q4					Q1	Q2	Q3	Q4					<table border="1"> <tr><td></td><td>EARS/ATF</td></tr> <tr><td>X</td><td>PSE RE-AIM Report</td></tr> <tr><td></td><td>UC CalFresh Workbook</td></tr> <tr><td></td><td>Food Behavior Checklist</td></tr> <tr><td></td><td>UC Intent to Change</td></tr> </table> <p>List other: TBD</p>		EARS/ATF	X	PSE RE-AIM Report		UC CalFresh Workbook		Food Behavior Checklist		UC Intent to Change
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E.5.3	Engage in on-going process evaluation by recording SNAP-Ed activities, sites, participants reached, and other required	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<table border="1"> <tr><td></td><td>CWD</td></tr> <tr><td>X</td><td>LHD</td></tr> <tr><td></td><td>AAA</td></tr> </table>		CWD	X	LHD		AAA	<p><b>Year 1</b></p> <table border="1"> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table>	Q1	Q2	Q3	Q4	X	X	X	X	<table border="1"> <tr><td>X</td><td>EARS/ATF</td></tr> <tr><td></td><td>PSE RE-AIM Report</td></tr> </table>	X	EARS/ATF		PSE RE-AIM Report																										
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## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
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FFY 2017–2019**

	information on the online Activity Tracking Form.				<table><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		UCCE		CCC	<table><tr><th colspan="4">Year 2</th></tr><tr><th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><th colspan="4">Year 3</th></tr><tr><th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<table><tr><td></td><td>UC CalFresh Workbook</td></tr><tr><td></td><td>Food Behavior Checklist</td></tr><tr><td></td><td>UC Intent to Change</td></tr></table> List other:		UC CalFresh Workbook		Food Behavior Checklist		UC Intent to Change																						
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E.5.4	Disseminate evaluation findings and/or best practices in SNAP-Ed program delivery at local, state, and/or national conferences.		X	X	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	<table><tr><th colspan="4">Year 1</th></tr><tr><th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><th colspan="4">Year 2</th></tr><tr><th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><th colspan="4">Year 3</th></tr><tr><th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<table><tr><td></td><td>EARS/ATF</td></tr><tr><td></td><td>PSE RE-AIM Report</td></tr><tr><td></td><td>UC CalFresh Workbook</td></tr><tr><td></td><td>Food Behavior Checklist</td></tr><tr><td></td><td>UC Intent to Change</td></tr></table> List other: Poster presentations; conference presentations; articles and publications; case studies		EARS/ATF		PSE RE-AIM Report		UC CalFresh Workbook		Food Behavior Checklist		UC Intent to Change
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## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

### Three-Year Integrated Work Plan FFY 2017–2019

#### **SECTION C: INTERVENTION PLAN**

- I. **Three-Year SNAP-Ed Local Objective #6 (FFY 2017–FFY 2019):** By September 2019, enhance collaborative efforts to address obesity among the SNAP-Ed eligible population in LAC by convening all SNAP-Ed LIA and subcontracted agencies and a minimum of 5 non-SNAP-Ed funded organizational partners and establishing a plan for a collective impact-like collaborative.

*Local Objectives must be S.M.A.R.T (Specific, Measureable, Achievable, Realistic, and Time-Bound)*

**SNAP-Ed State Goals (check all that apply):**

X	<b>Goal 1:</b> Food and Beverages (Behavioral)
X	<b>Goal 2:</b> Physical Activity (Behavioral)
X	<b>Goal 3:</b> Food Resource Management (Behavioral)
X	<b>Goal 4:</b> Access to and/or appeal of dietary choices(Physical and Social Environmental)
X	<b>Goal 5:</b> Access to and/or appeal of physical activity opportunities (Physical and Social Environmental)

- II. **PSE Strategy(ies) that support the Three-Year SNAP-Ed Local Objective listed above:** N/A

- III. **Annual Objectives to support the Three-Year SNAP-Ed Local Objective listed above:**

*Local Objectives must be S.M.A.R.T (Specific, Measureable, Achievable, Realistic, and Time-Bound)*

1. **FFY 2017 (Year 1) Objective(s):**

- b. By September 2017, enhance networking and coordination amongst SNAP-Ed stakeholders by increasing convening opportunities by 50%.
- c. By September 2017, engage in a minimum of 4 external collaboratives that relate directly to local community change goals.

2. **FFY 2018 (Year 2) Objective(s):**

- d. By September 2018, develop plan to enhance networking, coordination, cooperation, and collaboration among SNAP-Ed stakeholders.

3. **FFY 2019 (Year 3) Objective(s):**

- e. By September 2019, convene SNAP-Ed stakeholders and a minimum of 5 additional cross sector partners to at least 1 time for the purpose of establishing a collective impact-like initiative to address obesity among SNAP-Ed eligible community members in LAC.

**Three-Year SNAP-Ed Local Objective #6 (FFY 2017–FFY 2019):** By September 2019, enhance collaborative efforts to address obesity among the SNAP-Ed eligible population in LAC by convening a all SNAP-Ed LIA and subcontracted agencies and a minimum of 5 non-SNAP-Ed-funded organizational partners and establishing a plan for a collective impact-like collaborative.

*Restate the Local Objective (item I.)*

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

Activity Number	Activity Description	Intervention Categories*		Responsible SNAP-Ed Agency(ies)		Subcontractors	Time Frame: Year & Quarter** <i>Check all that apply</i>	Documentation																								
6.1	Attend and/or convene a CNAP group 4-6 times per year to coordinate USDA food program interventions and efforts to increase food security in the SNAP-Ed eligible population. Include key federally funded nutrition assistance programs that serve young children and their families, such as Women, Infants, and Children Program (WIC), Child and Adult Care Food Programs (CACFP), Department of Public Social Services (DPSS), etc.	<input type="checkbox"/>	CED	<input type="checkbox"/>	CWD	CWD: LHD: AAA: UCCE: CCC:	<div>Year 1</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <div>Year 2</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <div>Year 3</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4	X	X	X	X	CNAP Strategic Plan to be kept on file  CNAP meeting agendas and meeting minutes to be kept on file
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6.2	Attend meetings for existing task forces and collaboratives related to SNAP-Ed community change goals on a regular basis, contributing SNAP-Ed perspective and building partnerships with key stakeholders.	<input type="checkbox"/>	CED	<input type="checkbox"/>	CWD	CWD: LHD: AAA: UCCE: CCC:	<div>Year 1</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <div>Year 2</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <div>Year 3</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4	X	X	X	X	Meeting agendas and meeting minutes to be kept on file.
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		X	C&C		UCCE																											
		<input type="checkbox"/>	TTA	X	CCC																											

### Supplemental Nutrition Assistance Program Education (SNAP-Ed)

#### Three-Year Integrated Work Plan FFY 2017–2019

6.3	Convene SNAP-Ed LIA and subcontracted agencies to apply collective impact methodology to local SNAP-Ed implementation including a) building and communicating a shared agenda; b) ensuring shared measurement systems and uniform use of assessment tools; c) ensure that local SNAP-Ed activities are synergistic and mutually reinforcing where possible; d) provide a platform for frequent communication among all agencies work on SNAP-Ed in LAC.	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td>X</td><td>C&amp;C</td></tr><tr><td></td><td>TTA</td></tr></table>		CED		CEI		MPR	X	C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td>X</td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td>X</td><td>CCC</td></tr></table>		CWD	X	LHD	X	AAA		UCCE	X	CCC	CWD: LHD: TBD AAA: UCCE: CCC: :	<div>Year 1</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td>X</td><td>X</td></tr></table> <div>Year 2</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <div>Year 3</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Q1	Q2	Q3	Q4			X	X	Q1	Q2	Q3	Q4	X	X	X	X	Q1	Q2	Q3	Q4	X	X	X	X	Meeting agendas and meeting minutes to be kept on file.
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6.4	Convene SNAP-Ed LIA and subcontracted agencies, as well as cross sector partners and facilitate collective impact initiative meetings.	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td>X</td><td>C&amp;C</td></tr><tr><td></td><td>TTA</td></tr></table>		CED		CEI		MPR	X	C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: AAA: UCCE: CCC: :	<div>Year 1</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr></table> <div>Year 2</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr></table> <div>Year 3</div> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td>X</td><td>X</td></tr></table>	Q1	Q2	Q3	Q4					Q1	Q2	Q3	Q4					Q1	Q2	Q3	Q4			X	X	Meeting agendas and meeting minutes to be kept on file.
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**\*Intervention Categories Legend**

**CED** = Community/Nutrition and Physical Activity Education Direct; **CEI** = Community/Nutrition and Physical Activity Education Indirect; **MPR** = Media, Social Media, Public Relations and Messaging; **C&C** = Coordination and Collaboration; **TTA** = Training and Technical Assistance

**\*\*Time Frame: Year & Quarter:**

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# Supplemental Nutrition Assistance Program Education (SNAP-Ed)

## Three-Year Integrated Work Plan FFY 2017–2019

### Educational Materials, Resources, and Curriculum

Activity Number	Curriculum, Toolkit, Resource Name	SNAP-Ed Agency(ies)		Level of Evidence Base	
	Your County Nutrition Action Plan (CNAP) Toolkit		CWD		Research Tested
		X	LHD	X	Practice Tested
		X	AAA		Emerging
			UCCE		N/A - Please describe below:
		X	CCC		
	CDC's Healthy Communities Program Resources		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Prevention Institute Collaboration Multiplier		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
			CCC		
	Collective Impact Forum Resources		CWD		Research Tested
		X	LHD	X	Practice Tested
			AAA		Emerging
			UCCE		N/A - Please describe below:
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### Evaluation Activities (FFY 2017 - FFY 2019)

[ (Evaluation Type) ]

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

Activity Number	Evaluation Activity Description	Formative	Process	Outcome or Impact	Responsible SNAP-Ed Agency(ies)	Time Frame: Year & Quarter** Check all that apply	Tool/Documentation
E.6.1	Keep a log of partner meetings, attendance, agenda, minutes, and other materials, tracking progress of synchronized campaigns and other collaborative efforts.	<div></div>	<div>X</div>	<div></div>	<div><div></div>CWD</div> <div>X<div>LHD</div></div> <div><div></div>AAA</div> <div><div></div>UCCE</div> <div><div></div>CCC</div>	<div><div>Year 1</div><div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div></div><div><div>X</div><div>X</div><div>X</div><div>X</div></div></div> <div><div>Year 2</div><div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div></div><div><div>X</div><div>X</div><div>X</div><div>X</div></div></div> <div><div>Year 3</div><div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div></div><div><div>X</div><div>X</div><div>X</div><div>X</div></div></div>	<div><div></div>EARS/ATF</div> <div><div></div>PSE RE-AIM Report</div> <div><div></div>UC CalFresh Workbook</div> <div><div></div>Food Behavior Checklist</div> <div><div></div>UC Intent to Change</div> <div>List other: Meeting attendance log, agenda, minutes, and meeting materials kept on file.</div>
E.6.2	Measure progress of bi-directional referral process. CNAP partners to log number of clients referred (to and from other partners). LHD to quantify the number of referrals, increase in participation rates, etc.	<div></div>	<div>X</div>	<div>X</div>	<div><div></div>CWD</div> <div>X<div>LHD</div></div> <div><div></div>AAA</div> <div><div></div>UCCE</div> <div><div></div>CCC</div>	<div><div>Year 1</div><div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div></div><div><div></div><div></div><div></div><div>X</div></div></div> <div><div>Year 2</div><div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div></div><div><div></div><div></div><div></div><div>X</div></div></div> <div><div>Year 3</div><div><div>Q1</div><div>Q2</div><div>Q3</div><div>Q4</div></div><div><div></div><div></div><div></div><div>X</div></div></div>	<div><div></div>EARS/ATF</div> <div><div></div>PSE RE-AIM Report</div> <div><div></div>UC CalFresh Workbook</div> <div><div></div>Food Behavior Checklist</div> <div><div></div>UC Intent to Change</div> <div>List other: Client referral data/reported participation data</div>

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year  
Integrated Work Plan  
FFY 2017–2019**

E.6.3	Assess readiness for initiation of collective impact activities and convening of strategic partners.	X				<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	<table><tr><th colspan="4">Year 1</th></tr><tr><th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr><tr><td></td><td></td><td></td><td></td></tr></table> <table><tr><th colspan="4">Year 2</th></tr><tr><th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr><tr><td>X</td><td></td><td></td><td></td></tr></table> <table><tr><th colspan="4">Year 3</th></tr><tr><th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr><tr><td>X</td><td></td><td></td><td></td></tr></table>	Year 1				Q1	Q2	Q3	Q4					Year 2				Q1	Q2	Q3	Q4	X				Year 3				Q1	Q2	Q3	Q4	X				<table><tr><td></td><td>EARS/ATF</td></tr><tr><td></td><td>PSE RE-AIM Report</td></tr><tr><td></td><td>UC CalFresh Workbook</td></tr><tr><td></td><td>Food Behavior Checklist</td></tr><tr><td></td><td>UC Intent to Change</td></tr></table> <p>List other: Collective Impact Readiness Assessment</p>		EARS/ATF		PSE RE-AIM Report		UC CalFresh Workbook		Food Behavior Checklist		UC Intent to Change
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E.6.4	Disseminate evaluation findings and/or best practices in SNAP-Ed program delivery at local, state, and/or national conferences.		X	X		<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	<table><tr><th colspan="4">Year 1</th></tr><tr><th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><th colspan="4">Year 2</th></tr><tr><th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><th colspan="4">Year 3</th></tr><tr><th>Q1</th><th>Q2</th><th>Q3</th><th>Q4</th></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<table><tr><td></td><td>EARS/ATF</td></tr><tr><td></td><td>PSE RE-AIM Report</td></tr><tr><td></td><td>UC CalFresh Workbook</td></tr><tr><td></td><td>Food Behavior Checklist</td></tr><tr><td></td><td>UC Intent to Change</td></tr></table> <p>List other: Poster presentations; conference/presentations; articles/publications</p>		EARS/ATF		PSE RE-AIM Report		UC CalFresh Workbook		Food Behavior Checklist		UC Intent to Change
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\*\*Time Frame: Year &amp; Quarter:

Year 1 (FFY 2017); Year 2 (FFY 2018); Year 3 (FFY 2019)

Qtr. 1 (Oct. 1-Dec. 31); Qtr. 2 (Jan. 1-March 31); Qtr. 3 (Apr. 1-Jun. 30); Qtr. 4 (Jul. 1-Sept.30)



**Supplemental Nutrition Education Program Education (SNAP-Ed)  
One-Year Work Plan – FFY 2017  
SNAP-Ed Targeting Summary: Census Tract Data Sheet**

[Enter County Here]

0.01	0.02	0.03	0.04	0.05	0.06	0.07	0.08	ACS CENSUS TRACT / BLOCK GROUP INFORMATION <small>(NOTE: ACS tracts are used for targeting. Block groups are used for reporting.)</small>										ACS CENSUS TRACT / BLOCK GROUP PPL PERCENTAGES <small>(Auto-filled if Qualified Census Tract / Block Group is Entered. Otherwise, must be entered manually.)</small>										INTERVENTION AUDIENCES <small>(Check all that apply)</small>										INTERVENTION STRATEGIES <small>(Check all that apply)</small>										SNAP-ED INTEGRATED WORK PLAN OBJECTIVE/ACTIVITY										COMMENTS																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
IMPLEMENTING AGENCY <small>(Check all that apply to this project at this site)</small>	SITE SETTING <small>(Select from drop-down menu)</small>	SITE NAME	ADDRESS	CITY	ZIP	10 Digit Census Tract OR 11 Digit Block Group	ACS Data Set <small>(Select from Drop-Down Menu)</small>	BLOCK GROUPS <small>(100% FPL)</small>	BLOCK GROUPS <small>(100% FPL)</small>	BLOCK GROUPS <small>(100% FPL)</small>	ALL RACES <small>(100% FPL)</small>	Non-Hispanic White <small>(100% FPL)</small>	Non-Hispanic Black <small>(100% FPL)</small>	Hispanic <small>(100% FPL)</small>	Asian <small>(100% FPL)</small>	Native Hawaiian <small>(100% FPL)</small>	Other <small>(100% FPL)</small>	P <small>(0-4)</small>	S <small>(5-9)</small>	A <small>(10-19)</small>	IS (20-29)	HS (30-39)	PS (40-49)	PS (50-59)	PS (60-69)	PS (70-79)	PS (80-89)	PS (90-99)	PS (100-109)	PS (110-119)	PS (120-129)	PS (130-139)	PS (140-149)	PS (150-159)	PS (160-169)	PS (170-179)	PS (180-189)	PS (190-199)	PS (200-209)	PS (210-219)	PS (220-229)	PS (230-239)	PS (240-249)	PS (250-259)	PS (260-269)	PS (270-279)	PS (280-289)	PS (290-299)	PS (300-309)	PS (310-319)	PS (320-329)	PS (330-339)	PS (340-349)	PS (350-359)	PS (360-369)	PS (370-379)	PS (380-389)		PS (390-399)	PS (400-409)	PS (410-419)	PS (420-429)	PS (430-439)	PS (440-449)	PS (450-459)	PS (460-469)	PS (470-479)	PS (480-489)	PS (490-499)	PS (500-509)	PS (510-519)	PS (520-529)	PS (530-539)	PS (540-549)	PS (550-559)	PS (560-569)	PS (570-579)	PS (580-589)	PS (590-599)	PS (600-609)	PS (610-619)	PS (620-629)	PS (630-639)	PS (640-649)	PS (650-659)	PS (660-669)	PS (670-679)	PS (680-689)	PS (690-699)	PS (700-709)	PS (710-719)	PS (720-729)	PS (730-739)	PS (740-749)	PS (750-759)	PS (760-769)	PS (770-779)	PS (780-789)	PS (790-799)	PS (800-809)	PS (810-819)	PS (820-829)	PS (830-839)	PS (840-849)	PS (850-859)	PS (860-869)	PS (870-879)	PS (880-889)	PS (890-899)	PS (900-909)	PS (910-919)	PS (920-929)	PS (930-939)	PS (940-949)	PS (950-959)	PS (960-969)	PS (970-979)	PS (980-989)	PS (990-999)	PS (1000-1009)	PS (1010-1019)	PS (1020-1029)	PS (1030-1039)	PS (1040-1049)	PS (1050-1059)	PS (1060-1069)	PS (1070-1079)	PS (1080-1089)	PS (1090-1099)	PS (1100-1109)	PS (1110-1119)	PS (1120-1129)	PS (1130-1139)	PS (1140-1149)	PS (1150-1159)	PS (1160-1169)	PS (1170-1179)	PS (1180-1189)	PS (1190-1199)	PS (1200-1209)	PS (1210-1219)	PS (1220-1229)	PS (1230-1239)	PS (1240-1249)	PS (1250-1259)	PS (1260-1269)	PS (1270-1279)	PS (1280-1289)	PS (1290-1299)	PS (1300-1309)	PS (1310-1319)	PS (1320-1329)	PS (1330-1339)	PS (1340-1349)	PS (1350-1359)	PS (1360-1369)	PS (1370-1379)	PS (1380-1389)	PS (1390-1399)	PS (1400-1409)	PS (1410-1419)	PS (1420-1429)	PS (1430-1439)	PS (1440-1449)	PS (1450-1459)	PS (1460-1469)	PS (1470-1479)	PS (1480-1489)	PS (1490-1499)	PS (1500-1509)	PS (1510-1519)	PS (1520-1529)	PS (1530-1539)	PS (1540-1549)	PS (1550-1559)	PS (1560-1569)	PS (1570-1579)	PS (1580-1589)	PS (1590-1599)	PS (1600-1609)	PS (1610-1619)	PS (1620-1629)	PS (1630-1639)	PS (1640-1649)	PS (1650-1659)	PS (1660-1669)	PS (1670-1679)	PS (1680-1689)	PS (1690-1699)	PS (1700-1709)	PS (1710-1719)	PS (1720-1729)	PS (1730-1739)	PS (1740-1749)	PS (1750-1759)	PS (1760-1769)	PS (1770-1779)	PS (1780-1789)	PS (1790-1799)	PS (1800-1809)	PS (1810-1819)	PS (1820-1829)	PS (1830-1839)	PS (1840-1849)	PS (1850-1859)	PS (1860-1869)	PS (1870-1879)	PS (1880-1889)	PS (1890-1899)	PS (1900-1909)	PS (1910-1919)	PS (1920-1929)	PS (1930-1939)	PS (1940-1949)	PS (1950-1959)	PS (1960-1969)	PS (1970-1979)	PS (1980-1989)	PS (1990-1999)	PS (2000-2009)	PS (2010-2019)	PS (2020-2029)	PS (2030-2039)	PS (2040-2049)	PS (2050-2059)	PS (2060-2069)	PS (2070-2079)	PS (2080-2089)	PS (2090-2099)	PS (2100-2109)	PS (2110-2119)	PS (2120-2129)	PS (2130-2139)	PS (2140-2149)	PS (2150-2159)	PS (2160-2169)	PS (2170-2179)	PS (2180-2189)	PS (2190-2199)	PS (2200-2209)	PS (2210-2219)	PS (2220-2229)	PS (2230-2239)	PS (2240-2249)	PS (2250-2259)	PS (2260-2269)	PS (2270-2279)	PS (2280-2289)	PS (2290-2299)	PS (2300-2309)	PS (2310-2319)	PS (2320-2329)	PS (2330-2339)	PS (2340-2349)	PS (2350-2359)	PS (2360-2369)	PS (2370-2379)	PS (2380-2389)	PS (2390-2399)	PS (2400-2409)	PS (2410-2419)	PS (2420-2429)	PS (2430-2439)	PS (2440-2449)	PS (2450-2459)	PS (2460-2469)	PS (2470-2479)	PS (2480-2489)	PS (2490-2499)	PS (2500-2509)	PS (2510-2519)	PS (2520-2529)	PS (2530-2539)	PS (2540-2549)	PS (2550-2559)	PS (2560-2569)	PS (2570-2579)	PS (2580-2589)	PS (2590-2599)	PS (2600-2609)	PS (2610-2619)	PS (2620-2629)	PS (2630-2639)	PS (2640-2649)	PS (2650-2659)	PS (2660-2669)	PS (2670-2679)	PS (2680-2689)	PS (2690-2699)	PS (2700-2709)	PS (2710-2719)	PS (2720-2729)	PS (2730-2739)	PS (2740-2749)	PS (2750-2759)	PS (2760-2769)	PS (2770-2779)	PS (2780-2789)	PS (2790-2799)	PS (2800-2809)	PS (2810-2819)	PS (2820-2829)	PS (2830-2839)	PS (2840-2849)	PS (2850-2859)	PS (2860-2869)	PS (2870-2879)	PS (2880-2889)	PS (2890-2899)	PS (2900-2909)	PS (2910-2919)	PS (2920-2929)	PS (2930-2939)	PS (2940-2949)	PS (2950-2959)	PS (2960-2969)	PS (2970-2979)	PS (2980-2989)	PS (2990-2999)	PS (3000-3009)	PS (3010-3019)	PS (3020-3029)	PS (3030-3039)	PS (3040-3049)	PS (3050-3059)	PS (3060-3069)	PS (3070-3079)	PS (3080-3089)	PS (3090-3099)	PS (3100-3109)	PS (3110-3119)	PS (3120-3129)	PS (3130-3139)	PS (3140-3149)	PS (3150-3159)	PS (3160-3169)	PS (3170-3179)	PS (3180-3189)	PS (3190-3199)	PS (3200-3209)	PS (3210-3219)	PS (3220-3229)	PS (3230-3239)	PS (3240-3249)	PS (3250-3259)	PS (3260-3269)	PS (3270-3279)	PS (3280-3289)	PS (3290-3299)	PS (3300-3309)	PS (3310-3319)	PS (3320-3329)	PS (3330-3339)	PS (3340-3349)	PS (3350-3359)	PS (3360-3369)	PS (3370-3379)	PS (3380-3389)	PS (3390-3399)	PS (3400-3409)	PS (3410-3419)	PS (3420-3429)	PS (3430-3439)	PS (3440-3449)	PS (3450-3459)	PS (3460-3469)	PS (3470-3479)	PS (3480-3489)	PS (3490-3499)	PS (3500-3509)	PS (3510-3519)	PS (3520-3529)	PS (3530-3539)	PS (3540-3549)	PS (3550-3559)	PS (3560-3569)	PS (3570-3579)	PS (3580-3589)	PS (3590-3599)	PS (3600-3609)	PS (3610-3619)	PS (3620-3629)	PS (3630-3639)	PS (3640-3649)	PS (3650-3659)	PS (3660-3669)	PS (3670-3679)	PS (3680-3689)	PS (3690-3699)	PS (3700-3709)	PS (3710-3719)	PS (3720-3729)	PS (3730-3739)	PS (3740-3749)	PS (3750-3759)	PS (3760-3769)	PS (3770-3779)	PS (3780-3789)	PS (3790-3799)	PS (3800-3809)	PS (3810-3819)	PS (3820-3829)	PS (3830-3839)	PS (3840-3849)	PS (3850-3859)	PS (3860-3869)	PS (3870-3879)	PS (3880-3889)	PS (3890-3899)	PS (3900-3909)	PS (3910-3919)	PS (3920-3929)	PS (3930-3939)	PS (3940-3949)	PS (3950-3959)	PS (3960-3969)	PS (3970-3979)	PS (3980-3989)	PS (3990-3999)	PS (4000-4009)	PS (4010-4019)	PS (4020-4029)	PS (4030-4039)	PS (4040-4049)	PS (4050-4059)	PS (4060-4069)	PS (4070-4079)	PS (4080-4089)	PS (4090-4099)	PS (4100-4109)	PS (4110-4119)	PS (4120-4129)	PS (4130-4139)	PS (4140-4149)	PS (4150-4159)	PS (4160-4169)	PS (4170-4179)	PS (4180-4189)	PS (4190-4199)	PS (4200-4209)	PS (4210-4219)	PS (4220-4229)	PS (4230-4239)	PS (4240-4249)	PS (4250-4259)	PS (4260-4269)	PS (4270-4279)	PS (4280-4289)	PS (4290-4299)	PS (4300-4309)	PS (4310-4319)	PS (4320-4329)	PS (4330-4339)	PS (4340-4349)	PS (4350-4359)	PS (4360-4369)	PS (4370-4379)	PS (4380-4389)	PS (4390-4399)	PS (4400-4409)	PS (4410-4419)	PS (4420-4429)	PS (4430-4439)	PS (4440-4449)	PS (4450-4459)	PS (4460-4469)	PS (4470-4479)	PS (4480-4489)	PS (4490-4499)	PS (4500-4509)	PS (4510-4519)	PS (4520-4529)	PS (4530-4539)	PS (4540-4549)	PS (4550-4559)	PS (4560-4569)	PS (4570-4579)	PS (4580-4589)	PS (4590-4599)	PS (4600-4609)	PS (4610-4619)	PS (4620-4629)	PS (4630-4639)	PS (4640-4649)	PS (4650-4659)	PS (4660-4669)	PS (4670-4679)	PS (4680-4689)	PS (4690-4699)	PS (4700-4709)	PS (4710-4719)	PS (4720-4729)	PS (4730-4739)	PS (4740-4749)	PS (4750-4759)	PS (4760-4769)	PS (4770-4779)	PS (4780-4789)	PS (4790-4799)	PS (4800-4809)	PS (4810-4819)	PS (4820-4829)	PS (4830-4839)	PS (4840-4849)	PS (4850-4859)	PS (4860-4869)	PS (4870-4879)	PS (4880-4889)	PS (4890-4899)	PS (4900-4909)	PS (4910-4919)	PS (4920-4929)	PS (4930-4939)	PS (4940-4949)	PS (4950-4959)	PS (4960-4969)	PS (4970-4979)	PS (4980-4989)	PS (4990-4999)	PS (5000-5009)	PS (5010-5019)	PS (5020-5029)	PS (5030-5039)	PS (5040-5049)	PS (5050-5059)	PS (5060-5069)	PS (5070-5079)	PS (5080-5089)	PS (5090-5099)	PS (5100-5109)	PS (5110-5119)	PS (5120-5129)	PS (5130-5139)	PS (5140-5149)	PS (5150-5159)	PS (5160-5169)	PS (5170-5179)	PS (5180-5189)	PS (5190-5199)	PS (5200-5209)	PS (5210-5219)	PS (5220-5229)	PS (5230-5239)	PS (5240-5249)	PS (5250-5259)	PS (5260-5269)	PS (5270-5279)	PS (5280-5289)	PS (5290-5299)	PS (5300-5309)	PS (5310-5319)	PS (5320-5329)	PS (5330-5339)	PS (5340-5349)	PS (5350-5359)	PS (5360-5369)	PS (5370-5379)	PS (5380-5389)	PS (5390-5399)	PS (5400-5409)	PS (5410-5419)	PS (5420-5429)	PS (5430-5439)	PS (5440-5449)	PS (5450-5459)	PS (5460-5469)	PS (5470-5479)	PS (5480-5489)	PS (5490-5499)	PS (5500-5509)	PS (5510-5519)	PS (5520-5529)	PS (5530-5539)	PS (5540-5549)	PS (5550-5559)	PS (5560-5569)	PS (5570-5579)	PS (5580-5589)	PS (5590-5599)	PS (5600-5609)	PS (5610-5619)	PS (5620-5629)	PS (5630-5639)	PS (5640-5649)	PS (5650-5659)	PS (5660-5669)	PS (5670-5679)	PS (5680-5689)	PS (5690-5699)	PS (5700-5709)	PS (5710-5719)	PS (5720-5729)	PS (5730-5739)	PS (5740-5749)	PS (5750-5759)	PS (5760-5769)	PS (5770-5779)	PS (5780-5789)	PS (5790-5799)	PS (5800-5809)	PS (5810-5819)	PS (5820-5829)	PS (5830-5839)	PS (5840-5849)	PS (5850-5859)	PS (5860-5869)	PS (5870-5879)	PS (5880-5889)	PS (5890-5899)	PS (5900-5909)	PS (5910-5919)	PS (5920-5929)	PS (5930-5939)	PS (5940-5949)	PS (5950-5959)	PS (5960-5969)	PS (5970-5979)	PS (5980-5989)	PS (5990-5999)	PS (6000-6009)	PS (6010-6019)

**Supplemental Nutrition Education Program Education (SNAP-Ed)  
One-Year Work Plan – FFY 2017  
SNAP-Ed Targeting Summary: Census Tract Data Sheet**

X	Community Based Organization	WVCA Greater Los Angeles Empowerment Center	4315 Union Pacific Ave.	Los Angeles	90023	6007531302	2010-14 ACS	0%	0%	62.10%	0.00%	0.00%	32.50%	0.00%	90.30%	0.00%	30.80%	472, 4, 6, 7, 8
X	Other: [Specify] Park & Recreation Community Center	Paramount Community Center	14400 Paramount Blvd.	Paramount	90723	6007553502	2010-14 ACS	0%	0%	51.70%	8.00%	11.90%	31.10%	45.20%	0.00%	36.00%	472, 4, 6, 7, 8	
X	Elderly Service Center/Senior Center	Adair Recreation Center	201 E. Colorado St	Glendale	91205	6007502302	2010-14 ACS	0%	0%	50.70%	28.90%	0.00%	12.00%	5.00%	0.00%	4.80%	472, 4, 6, 7, 8	
X	Elderly Service Center/Senior Center	Baldwin Park Senior Center	4100 Baldwin Park Blvd.	Baldwin Park	91706	6007405102	2010-14 ACS	0%	0%	53.90%	33.50%	0.00%	22.30%	13.80%	0.00%	33.70%	472, 4, 6, 7, 8	
X	Elderly Service Center/Senior Center	Ball Senior Center/Philip Murray Plaza	4324 Florence Ave	Ball	90201	6007533600	2010-14 ACS	0%	0%	62.90%	18.90%	77.40%	25.90%	54.50%	0.00%	31.20%	472, 4, 6, 7, 8	
X	Elderly Service Center/Senior Center	Cudahy Senior Center	4835 Clara St.	Cudahy	90201	6007534405	2010-14 ACS	0%	0%	59.70%	0.00%	0.00%	23.70%	0.00%	0.00%	21.80%	472, 4, 6, 7, 8	
X	Elderly Service Center/Senior Center	East Los Angeles Senior Center	133 N. Sunol Drive	LA	90063	6007531102	2010-14 ACS	0%	0%	53.00%	0.00%	0.00%	27.80%	100.00%	0.00%	31.70%	472, 4, 6, 7, 8	
X	Community Center	East Rancho Dominguez Service Center	15116 South Atlantic Blvd.	Compton	90221	6007542106	2010-14 ACS	0%	0%	68.50%	100.00%	34.30%	26.00%	40.00%	0.00%	31.30%	472, 4, 6, 7, 8	
X	Community Center	Eastmont Community Center	701 S. Hoefner Ave	LA	90022	6007531701	2010-14 ACS	0%	0%	56.40%	0.00%	0.00%	29.50%	0.00%	0.00%	39.10%	472, 4, 6, 7, 8	
X	Other: [Specify] Senior Housing Service Center/Senior Center	Farmon Senior Housing	822 N. Hazard Avenue	LA	90063	6007530902	2010-14 ACS	0%	0%	76.00%	0.00%	27.30%	33.70%	48.60%	100.00%	35.60%	472, 4, 6, 7, 8	
X	Elderly Service Center/Senior Center	Hawaiian Gardens Senior Center	21815 Pioneer Blvd	Hawaiian Gardens	90716	6007566211	2010-14 ACS	0%	0%	61.60%	25.50%	0.00%	28.60%	26.20%	0.00%	25.50%	472, 4, 6, 7, 8	
X	Other: [Specify] Main Office	Human Services Assoc ADCCIC	1800 Florence Ave	Ball Gardens	90201	6007534203	2010-14 ACS	0%	0%	67.40%	22.50%	100.00%	27.80%	14.80%	0.00%	23.50%	472, 4, 6, 7, 8	
X	Community Center	Jack Chippin Multipurpose Senior Center	3120 N. Tyler Avenue	El Monte	91731	6007433200	2010-14 ACS	0%	0%	54.90%	3.20%	0.00%	21.70%	20.30%	100.00%	7.80%	472, 4, 6, 7, 8	
X	Community Center	Jackie Robinson Community Center	1020 N. Fair Oaks Avenue	Pasadena	91103	6007462002	2010-14 ACS	0%	0%	60.70%	13.70%	1.70%	17.90%	70.10%	0.00%	11.70%	472, 4, 6, 7, 8	
X	Other: [Specify] Park & Recreation	Jackie Robinson Park	8773 E. Avenue R	Little Rock	93543	6007910001	2010-14 ACS	0%	0%	54.90%	9.10%	13.00%	10.90%	0.00%	0.00%	2.60%	472, 4, 6, 7, 8	
X	Elderly Service Center/Senior Center	Maywood Senior Center	4804 E. 58th St	Maywood	90770	6007533700	2010-14 ACS	0%	0%	61.50%	27.10%	75.00%	30.20%	0.00%	0.00%	19.10%	472, 4, 6, 7, 8	
X	Elderly Service Center/Senior Center	Montebello Senior Center	115 S. Taylor Avenue	Montebello	90640	6007530902	2010-14 ACS	0%	0%	53.40%	28.70%	0.00%	19.10%	12.90%	0.00%	28.20%	472, 4, 6, 7, 8	
X	Elderly Service Center/Senior Center	Monterey Park Senior Center	400 W. Emerson Avenue	Monterey Park	91754	6007481714	2010-14 ACS	0%	0%	53.00%	42.90%	0.00%	27.80%	29.20%	0.00%	32.70%	472, 4, 6, 7, 8	
X	Community Center	Pacific Park Comm Center	501 South Pacific Ave	Glendale	91205	6007502302	2010-14 ACS	0%	0%	50.70%	28.90%	0.00%	12.00%	5.00%	0.00%	4.80%	472, 4, 6, 7, 8	
X	Other: [Specify] Park & Recreation	Rosevelt Park	7600 Graham Ave.	Los Angeles	90001	6007534800	2010-14 ACS	0%	0%	59.00%	9.10%	45.50%	31.10%	31.30%	0.00%	39.30%	472, 4, 6, 7, 8	
X	Elderly Service Center/Senior Center	Senior Citizen's Day Care Center	14517 Crenshaw Blvd	Gardena	90249	6007602704	2010-14 ACS	0%	0%	53.90%	2.60%	20.60%	25.60%	40.80%	0.00%	26.40%	472, 4, 6, 7, 8	
X	Elderly Service Center/Senior Center	St. Timothy's Manor	425 S. Oleander Ave	Compton	90220	6007542502	2010-14 ACS	0%	0%	54.60%	0.00%	25.10%	44.10%	0.00%	0.00%	59.10%	472, 4, 6, 7, 8	
X	Elderly Service Center/Senior Center	Whittier Senior Center	13225 Walnut Street	Whittier	90602	6007501804	2010-14 ACS	0%	0%	55.70%	26.40%	0.00%	26.40%	12.90%	0.00%	25.90%	472, 4, 6, 7, 8	

# SNAP-Ed FFY 2017 Budget

Exhibit A5

<b>Organization Name:</b>	California Department of Public Health
<b>County/Jurisdiction:</b>	County of Los Angeles, Department of Public Health
<b>FFY 2017 Total Budget:</b>	<b>\$ 14,264,657.00</b>
<b>Budget Adjustment Request #:</b>	

	<b>Expenses*</b>	<b>Carry-In FFY 2016 Budget****</b>	<b>FFY 2016 Budget</b>	<b>FFY 2017 Budget</b>	<b>% Difference</b>
1	Salaries/Benefits		\$4,117,044	\$4,722,294	14.70%
2	Non-Capital Equipment/Supplies		\$17,177	\$67,547	293.24%
3	Materials		\$1,513,100	\$139,600	-90.77%
4	Travel & Per Diem		\$31,447	\$39,288	24.93%
5	Building/Space		\$255,000	\$339,026	32.95%
6	Maintenance		\$3,500	\$3,499	-0.03%
7	Equipment and Other Capital Expenditures			\$0	
8	Contracts/Sub-Grants/Agreements**		\$8,268,750	\$8,025,000	-2.95%
	<b>Total Direct Costs:</b>	<b>\$0</b>	<b>\$14,206,018</b>	<b>\$13,336,254</b>	<b>-6.12%</b>
9	Indirect Costs*** Indirect Cost Rate= %		\$809,411	\$928,403	14.70%
	<b>Total Federal Funds</b>	<b>\$0</b>	<b>\$15,015,429</b>	<b>\$14,264,657</b>	<b>-5.00%</b>

<b>Budget Categories</b>	<b>Justification For Difference Greater Than 5% From FFY 2016 Budget</b>
1 Salaries/Benefits	
2 Non-Capital Equipment/Supplies	
3 Materials	
4 Travel & Per Diem	
5 Building/Space	
6 Maintenance	
7 Equipment and Other Capital Expenditures	
8 Contracts/Sub-Grants/Agreements	
9 Indirect Costs	

\*Provide narrative describing all expenses.

\*\*Retain copies on site.

\*\*\*Provide assurances that the indirect cost rate is an approved rate (Financial and Cost Policy Supplement).

\*\*\*\*Please note that funds cannot be carried over into the next Federal Fiscal Year if the funds are in the last year of their 2-year period of performance.

**Exhibit B**  
**Budget Detail and Payment Provisions**

**1. Invoicing and Payment**

A. Upon completion of project activities as provided in Exhibit A Grant Application, and upon receipt and approval of the invoices, the State agrees to reimburse the Grantee for activities performed and expenditures incurred in accordance with the costs specified herein.

B. Invoices shall include the Grant Number and shall be submitted in triplicate not more frequently than quarterly in arrears to:

Noe Puente, Grant Manager  
California Department of Public Health  
Nutrition Education and Obesity Prevention Branch  
1616 Capitol Avenue, MS 7204  
Sacramento, CA 95814

C. Invoices shall:

- 1) Be prepared on Grantee letterhead. If invoices are not on produced letterhead invoices must be signed by an authorized official, employee or agent certifying that the expenditures claimed represent activities performed and are in accordance with Exhibit A Grant Application under this Grant.
- 2) Bear the Grantee's name as shown on the Grant.
- 3) Identify the billing and/or performance period covered by the invoice.
- 4) Itemize costs for the billing period in the same or greater level of detail as indicated in this Grant. Subject to the terms of this Grant, reimbursement may only be sought for those costs and/or cost categories expressly identified as allowable and approved by CDPH.

**2. Budget Contingency Clause**

A. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Grantee or to furnish any other considerations under this Agreement and Grantee shall not be obligated to fulfill any provisions of this Agreement.

B. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement amendment to Grantee to reflect the reduced amount.

**3. Prompt Payment Clause**

Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927.

**Exhibit B**  
**Budget Detail and Payment Provisions**

**4. Amounts Payable**

A. The amounts payable under this Grant shall not exceed:

- 1) \$14,264,657 for the budget period of 10/1/16 through 9/30/17.
- 2) \$14,264,657 for the budget period of 10/1/17 through 9/30/18.
- 3) \$14,264,657 for the budget period of 10/1/18 through 9/30/19.

B. Payment allocations shall be made for allowable expenses up to the amount annually encumbered commensurate with the state fiscal year in which services are fulfilled and/or goods are received.

**5. Timely Submission of Final Invoice**

A. A final undisputed invoice shall be submitted for payment no more than sixty (60) calendar days following the expiration or termination date of this Grant, unless a later or alternate deadline is agreed to in writing by the program grant manager. Said invoice should be clearly marked "Final Invoice", indicating that all payment obligations of the State under this Grant have ceased and that no further payments are due or outstanding.

B. The State may, at its discretion, choose not to honor any delinquent final invoice if the Grantee fails to obtain prior written State approval of an alternate final invoice submission deadline.

**6. Travel and Per Diem Reimbursement**

Any reimbursement for necessary travel and per diem shall be at the rates currently in effect as established by the California Department of Human Resources (CalHR).

## EXHIBIT C

### STANDARD GRANT CONDITIONS

1. **APPROVAL:** This Grant is of no force or effect until signed by both parties and approved by the Department of General Services, if required. The Grantee may not commence performance until such approval has been obtained
2. **AMENDMENT:** No amendment or variation of the terms of this Grant shall be valid unless made in writing, signed by the parties, and approved as required. No oral understanding or Agreement not incorporated in the Grant is binding on any of the parties. In no case shall the Department materially alter the scope of the Project set forth in Exhibit A.
3. **ASSIGNMENT:** This Grant is not assignable by the Grantee, either in whole or in part, without the written consent of the Grant Manager in the form of a written amendment to the Grant.
4. **AUDIT:** Grantee agrees that the Department, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to this Grant. Grantee agrees to maintain such records for a possible audit for a minimum of three (3) years after final payment or completion of the project funded with this Grant, unless a longer period of records retention is stipulated. Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Grantee agrees to include a similar right of the State to audit records and interview staff in any subcontract related to the project.
5. **CONFLICT OF INTEREST:** Grantee certifies that it is in compliance with all applicable state and/or federal conflict of interest laws.
6. **INDEMNIFICATION:** Grantee agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the project, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Grantee in the performance of any activities related to the Project.

**7. FISCAL MANAGEMENT SYSTEMS AND ACCOUNTING STANDARDS:**

Grantee agrees that, at a minimum, its fiscal control and accounting procedures will be sufficient to permit tracing of all grant funds to a level of expenditure adequate to establish that such funds have not been used in violation of any applicable state or federal law, or the provisions of this Grant. Grantee further agrees that it will maintain separate Project accounts in accordance with generally accepted accounting principles.

**8. GOVERNING LAW:** This Grant is governed by and shall be interpreted in accordance with the laws of the State of California.

**9. INCOME RESTRICTIONS:** Grantee agrees that any refunds, rebates, credits, or other amounts (including any interest thereon) accruing to or received by the Grantee under this Grant shall be paid by the Grantee to the Department, to the extent that they are properly allocable to costs for which the Grantee has been reimbursed by the Department under this Grant.

**10. INDEPENDENT GRANTEE:** Grantee, and its agents and employees of Grantee, in the performance of the Project, shall act in an independent capacity and not as officers, employees or agents of the Department.

**11. MEDIA EVENTS:** Grantee shall notify the Department's Grant Manager in writing at least twenty (20) working days before any public or media event publicizing the accomplishments and/or results of the Project and provide the opportunity for attendance and participation by Department's representatives.

**12. NO THIRD-PARTY RIGHTS:** The Department and Grantee do not intend to create any rights or remedies for any third- party as a beneficiary of this Grant or the project.

**13. NOTICE:** Grantee shall promptly notify the Department's Grant Manager in writing of any events, developments or changes that could affect the completion of the project or the budget approved for this Grant.

**14. PROFESSIONALS:** Grantee agrees that only licensed professionals will be used to perform services under this Grant where such services are called for.

**15. RECORDS:** Grantee certifies that it will maintain Project accounts in accordance with generally accepted accounting principles. Grantee further certifies that it will comply with the following conditions for a grant award as set forth in the Request for Applications (Exhibit D) and the Grant Application (Exhibit A).

- Establish an official file for the Project which shall adequately document all significant actions relative to the Project;
- Establish separate accounts which will adequately and accurately depict all amounts received and expended on this Project, including all grant funds received under this Grant;
- Establish separate accounts which will adequately depict all income received which is attributable to the Project, especially including any income attributable to grant funds disbursed under this Grant;
- Establish an accounting system which will adequately depict final total costs of the Project, including both direct and indirect costs; and,
- Establish such accounts and maintain such records as may be necessary for the state to fulfill federal reporting requirements, including any and all reporting requirements under federal tax statutes or regulations.

**16. RELATED LITIGATION:** Under no circumstances may Grantee use funds from any disbursement under this Grant to pay for costs associated with any litigation between the Grantee and the Department.

**17. RIGHTS IN DATA:** Grantee and the Department agree that all data, plans, drawings, specifications, reports, computer programs, operating manuals, notes, and other written or graphic work submitted under Exhibit A in the performance of the Project funded by this Grant shall be in the public domain. Grantee may disclose, disseminate and use in whole or in part, any final form data and information received, collected, and developed under this Project, subject to appropriate acknowledgment of credit to the Department for financial support. Grantee shall not utilize the materials submitted to the Department (except data) for any profit making venture or sell or grant rights to a third-party who intends to do so. The Department has the right to use submitted data for all governmental purposes.

**18. VENUE:** The Department and Grantee agree that any action arising



out of this Grant shall be filed and maintained in the Superior Court, County of Sacramento, California. Grantee waives any existing sovereign immunity for the purposes of this Grant, if applicable.

**Exhibit D**

**REQUEST FOR APPLICATION\***

Including all the requirements and Attachments contained therein

**\*Incorporated by reference and located:** <http://www.cdph.ca.gov/programs/NEOPB/Pages/SNAP-EdFundingApplicationGuidanceFFY2017-2019.aspx>


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[Publications & Forms](#)
[Data](#)

[Home](#) > [Programs](#) > [Nutrition Education and Obesity Prevention Branch](#) > **SNAP-Ed Funding Application Guidance FFY 2017-2019**

## SNAP-Ed Funding Application Guidance FFY 2017-2019

The California Department of Public Health (CDPH), Nutrition Education Obesity Prevention Branch (NEOPB) is pleased to announce a funding opportunity for local health departments (LHD) to implement comprehensive SNAP-Ed programs.

LHDs will serve as the lead health agency in their respective jurisdictions. They will coordinate with local partners and involve multiple sectors in spearheading efforts to improve the nutritional status and prevent obesity among California's low-income population in accordance with the USDA's SNAP-Ed FFY 2015 Guidance.

The SNAP-Ed goal is to improve the likelihood that persons eligible for SNAP will make healthy food choices within a limited budget and choose physically active lifestyles consistent with the current Dietary Guidelines for Americans and the USDA Guidance.

**LHDs will need to submit a Letter of Intent by October 30, 2015 by 4:00pm. Due date for Integrated Work Plan and Site List is March 25, 2016 and Budget due date is April 1, 2016.**

→ Addendum #2 FFY 17-19 FAP !<sup>New</sup>

→ Addendum #1 FFY 17-19 FAP !<sup>New</sup>

Funding Announcement Letter

Letter of Intent

Funding Application Request FFY 17-19

SNAP-Ed NEOPB FFY 17-19 Funding Application Request Webinar PPT Presentation

Webinar Recording

### Application Forms and Instructions

→ Form 1: SNAP-Ed FFY 2017-2019 Application Checklist !<sup>Updated</sup>

→ Form 2: Contractor Information Form (CIF) !<sup>Updated</sup>

FFY 17-19 SNAP-Ed Integrated Work Plan Instructions

FFY 17-19 SNAP-Ed Integrated Work Plan Sample

Form 3: FFY 17-19 SNAP-Ed Integrated Work Plan

Form 4: SNAP-Ed FFY 2017 Targeting Summary

Form 5: FFY 17-19 SNAP-Ed Budget

Position Descriptions

Budget Development Training (ppt)

Letter of Agreement (if applicable)

Request for Non-NEOPB Sponsored Travel Form (if applicable)

### Attachments and Resources

Attachment 1: NEOPB Approved Curriculum List

Attachment 2: NEOPB Approved Resources List

Attachment 3: FRPM Data (New 01 27 16)

Attachment 4: ACS 2006-2010 Census Tracts, Ethnicities

Attachment 5: ACS 2008-2012 Census Block Groups, All Races  
Attachment 6: ACS 2008-2012 Census Tracts, All Races  
Attachment 7: ACS 2008-2012 Census Tracts, Ethnicities  
Attachment 8: ACS 2009-2013 Census Block Groups, All Races  
Attachment 9: ACS 2009-2013 Census Tracts, All Races  
Attachment 10: ACS 2009-2013 Census Tracts, Ethnicities  
Attachment 10a: ACS 2010-2014 Census Tracts, All Races (New 01 27 16)  
Attachment 10b: ACS 2010-2014 Census Tracts, Ethnicities (New 02 03 16)  
Attachment 10c: ACS 2010-2014 Census Block Groups, All Races (New 02 03 16)  
Attachment 11: Federally Qualified Health Centers  
Attachment 12: USDA WRO Targeting Methodologies Summary  
Attachment 13: SNAP-Ed Strategies and Interventions: An Obesity Prevention Toolkit for States  
Attachment 14: Social Ecological Model  
Attachment 15: Institute of Medicine Report: Accelerating Progress in Obesity Prevention  
Attachment 16: CDC's Recommended Community Strategies and Measurements to Prevent Obesity in the United States  
Attachment 17: Theory at a Glance: A Guide for Health Promotion Practice  
Attachment 18: USDA SNAP-Ed Guidance  
Attachment 19: Travel Worksheet  
Attachment 20: NEOPB Fiscal and Administrative Guidelines Manual  
Attachment 21: Portfolio Guidance  
Attachment 22: Portfolio Settings  
Attachment 23: Portfolio (Live)  
Attachment 24: Portfolio (2A Learn)  
Attachment 25: Portfolio (2B Learn)  
Attachment 26: Portfolio (Shop)  
Attachment 27: Portfolio (Work)  
Attachment 28: NEOPB SNAP-Ed FFY 2017-2019 Funding Projections  
Attachment 29: Local Health Department Deliverables

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**Exhibit E**

**Additional Provisions**

**1. Additional Incorporated Documents**

- A. The following documents and any subsequent updates are not attached, but are incorporated herein and made a part hereof by this reference. These documents may be updated periodically by CDPH, as required by program directives. CDPH shall provide the Grantee with copies of said documents and any periodic updates thereto, under separate cover. CDPH will maintain on file, all documents referenced herein and any subsequent updates.
1. *Fiscal and Administrative Guidelines Manual*  
<http://www.cdph.ca.gov/programs/NEOPB/Pages/FiscalandAdministrativeGuidelinesManual.aspx>
  2. *Program Guidelines Manual*  
<http://www.cdph.ca.gov/programs/NEOPB/Pages/NEOPBProgramGuidelinesManual.aspx>
  3. *Nutrition Education and Obesity Prevention Branch Program Letters*  
<http://www.cdph.ca.gov/programs/NEOPB/Pages/ProgramLetters.aspx>

**2. Cancellation / Termination**

- A. This Grant may be cancelled by CDPH without cause upon thirty (30) calendar days advance written notice to the Grantee.
- B. CDPH reserves the right to cancel or terminate this Grant immediately for cause. The Grantee may submit a written request to terminate this Grant only if CDPH substantially fails to perform its responsibilities as provided herein.
- C. The term "for cause" shall mean that the Grantee fails to meet the terms, conditions, and/or responsibilities of this agreement. Causes for termination include, but are not limited to the following occurrences:
- 1) If the Grantee knowingly furnishes any statement, representation, warranty, or certification in connection with the agreement, which representation is materially false, deceptive, incorrect, or incomplete.
  - 2) If the Grantee fails to perform any material requirement of this Grant or defaults in performance of this agreement.
  - 3) If the Grantee files for bankruptcy, or if CDPH determines that the Grantee becomes financially incapable of completing this agreement.
- D. Grant termination or cancellation shall be effective as of the date indicated in CDPH's notification to the Grantee. The notice shall stipulate any final performance, invoicing or payment requirements.

**Exhibit E**

**Additional Provisions**

- E. In the event of early termination or cancellation, the Grantee shall be entitled to compensation for services performed satisfactorily under this agreement and expenses incurred up to the date of cancellation and any non-cancelable obligations incurred in support of this Grant.
- F. In the event of termination, and at the request of CDPH, the Grantee shall furnish copies of all proposals, specifications, designs, procedures, layouts, copy, and other materials related to the services or deliverables provided under this Grant, whether finished or in progress on the termination date.
- G. The Grantee will not be entitled to reimbursement for any expenses incurred for services and deliverables pursuant to this agreement after the effective date of termination.
- H. Upon receipt of notification of termination of this Grant, and except as otherwise specified by CDPH, the Grantee shall:
  - 1) Place no further order or subgrants for materials, services, or facilities.
  - 2) Settle all outstanding liabilities and all claims arising out of such termination of orders and subgrants.
  - 3) Upon the effective date of termination of the Grant and the payment by CDPH of all items properly changeable to CDPH hereunder, Grantee shall transfer, assign and make available to CDPH all property and materials belonging to CDPH, all rights and claims to any and all reservations, grants, and arrangements with owners of media/PR materials, or others, and shall make available to CDPH all written information regarding CDPH's media/PR materials, and no extra compensation is to be paid to Grantee for its services.
  - 4) Take such action as may be necessary, or as CDPH may specify, to protect and preserve any property related to this agreement which is in the possession of the Grantee and in which CDPH has or may acquire an interest.
- I. CDPH may, at its discretion, require the Grantee to cease performance of certain components of the Scope of Work as designated by CDPH and complete performance of other components prior to the termination date of the Grant.

**3. Avoidance of Conflicts of Interest by Grantee**

- A. CDPH intends to avoid any real or apparent conflict of interest on the part of the Grantee, subgrants, or employees, officers and directors of the Grantee or subgrants. Thus, CDPH reserves the right to determine, at its sole discretion, whether any information, assertion or claim received from any source indicates the existence of a real or apparent conflict of interest; and, if a conflict is found to exist, to require the Grantee to submit additional information or a plan for resolving the conflict, subject to CDPH review and prior approval.
- B. Conflicts of interest include, but are not limited to:

**Exhibit E**

**Additional Provisions**

- 1) An instance where the Grantee or any of its subgrants, or any employee, officer, or director of the Grantee or any subgrant or has an interest, financial or otherwise, whereby the use or disclosure of information obtained while performing services under the grant would allow for private or personal benefit or for any purpose that is contrary to the goals and objectives of the grant.
  - 2) An instance where the Grantee's or any subgrant's employees, officers, or directors use their positions for purposes that are, or give the appearance of being, motivated by a desire for private gain for themselves or others, such as those with whom they have family, business or other ties.
- C. If CDPH is or becomes aware of a known or suspected conflict of interest, the Grantee will be given an opportunity to submit additional information or to resolve the conflict. A Grantee with a suspected conflict of interest will have five (5) working days from the date of notification of the conflict by CDPH to provide complete information regarding the suspected conflict. If a conflict of interest is determined to exist by CDPH and cannot be resolved to the satisfaction of CDPH, the conflict will be grounds for terminating the grant. CDPH may, at its discretion upon receipt of a written request from the Grantee, authorize an extension of the timeline indicated herein.

**County of Los Angeles, Department of Public Health,  
Nutrition Program  
16-10148]**

**Exhibit F  
Federal Terms and Conditions**

*(For Federally Funded Grant Agreements)*

The use of headings or titles throughout this exhibit is for convenience only and shall not be used to interpret or to govern the meaning of any specific term or condition.

The terms "Grantee" and "SubGrantee" shall also mean, "agreement", "grant", "grant agreement", "Grantee" and "Subgrantee" respectively.

The terms "California Department of Public Health" and "CDPH" shall have the same meaning and refer to the California State agency that is a party to this Agreement.

This exhibit contains provisions that require strict adherence to various contracting laws and policies.

**Index of Special Terms and Conditions**

- |     |  |
|-----|--|
| 1.  | Federal Funds                                      |
| 2.  | Federal Equal Employment Opportunity Requirements  |
| 3.  | Debarment and Suspension Certification             |
| 4.  | Covenant Against Contingent Fees                   |
| 5.  | Air or Water Pollution Requirements                |
| 6.  | Lobbying Restrictions and Disclosure Certification |
| 7.  | Additional Restrictions                            |
| 8.  | Human Subjects Use Requirements                    |
| 9.  | Financial and Compliance Audit Requirements        |
| 10. | Audit and Record Retention                         |
| 11. | Federal Requirements                               |



**1. Federal Funds**

(Applicable only to that portion of an agreement funded in part or whole with federal funds.)

- a. It is mutually understood between the parties that this Grant may have been written before ascertaining the availability of congressional appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays which would occur if the Grant were executed after that determination was made.
- b. This Grant is valid and enforceable only if sufficient funds are made available to the State by the United States Government for the fiscal years covered by the term of this Grant. In addition, this Grant is subject to any additional restrictions, limitations, or conditions enacted by the Congress or any statute enacted by the Congress which may affect the provisions, terms or funding of this Grant in any manner.
- c. It is mutually agreed that if the Congress does not appropriate sufficient funds for the program, this Grant shall be amended to reflect any reduction in funds.
- d. CDPH has the option to invalidate or cancel the Grant with 30-days advance written notice or to amend the Grant to reflect any reduction in funds.

**2. Federal Equal Opportunity Requirements**

(Applicable to all federally funded grants entered into by the California Department of Public Health (CDPH) formerly known as California Department of Health Services (CDHS).)

- a. The Grantee will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era. The Grantee will take affirmative action to ensure that qualified applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and career development opportunities and selection for training, including apprenticeship. The Grantee agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Federal Government or CDPH, setting forth the provisions of the Equal Opportunity clause, Section 503 of the Rehabilitation Act of 1973 and the affirmative action clause required by the Vietnam Era Veterans' Readjustment Assistance Act of 1974 (38 U.S.C. 4212). Such notices shall state the Grantee's obligation under the law to take affirmative action to employ and advance in employment qualified applicants without discrimination based on their race, color, religion, sex, national origin physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era and the rights of applicants and employees.
- b. The Grantee will, in all solicitations or advancements for employees placed by or on behalf of the Grantee, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era.
- c. The Grantee will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding a notice, to be provided by the Federal Government or the State, advising the labor union or workers' representative of the Grantee's commitments under the provisions herein and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- d. The Grantee will comply with all provisions of and furnish all information and reports required by Section 503 of the Rehabilitation Act of 1973, as amended, the Vietnam Era Veterans' Readjustment Assistance Act of 1974 (38 U.S.C. 4212) and of the Federal Executive Order No. 11246 as amended, including by Executive Order 11375, 'Amending Executive Order 11246 Relating to Equal Employment Opportunity,' and as supplemented by regulation at 41 CFR part 60, "Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," and of the rules, regulations, and relevant orders of the Secretary of Labor.

- e. The Grantee will furnish all information and reports required by Federal Executive Order No. 11246 as amended, including by Executive Order 11375, 'Amending Executive Order 11246 Relating to Equal Employment Opportunity,' and as supplemented by regulation at 41 CFR part 60, "Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," and the Rehabilitation Act of 1973, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the State and its designated representatives and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- f. In the event of the Grantee's noncompliance with the requirements of the provisions herein or with any federal rules, regulations, or orders which are referenced herein, this Agreement may be cancelled, terminated, or suspended in whole or in part and the Grantee may be declared ineligible for further federal and state contracts in accordance with procedures authorized in Federal Executive Order No. 11246 as amended and such other sanctions may be imposed and remedies invoked as provided in Federal Executive Order No. 11246 as amended, including by Executive Order 11375, 'Amending Executive Order 11246 Relating to Equal Employment Opportunity,' and as supplemented by regulation at 41 CFR part 60, "Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- g. The Grantee will include the provisions of Paragraphs a through g in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Federal Executive Order No. 11246 as amended, including by Executive Order 11375, 'Amending Executive Order 11246 Relating to Equal Employment Opportunity,' and as supplemented by regulation at 41 CFR part 60, "Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," or Section 503 of the Rehabilitation Act of 1973 or (38 U.S.C. 4212) of the Vietnam Era Veteran's Readjustment Assistance Act, so that such provisions will be binding upon each subGrantee or vendor. The Grantee will take such action with respect to any subcontract or purchase order as the Director of the Office of Federal Contract Compliance Programs or CDPH may direct as a means of enforcing such provisions including sanctions for noncompliance provided, however, that in the event the Grantee becomes involved in, or is threatened with litigation by a subGrantee or vendor as a result of such direction by CDPH, the Grantee may request in writing to CDPH, who, in turn, may request the United States to enter into such litigation to protect the interests of the State and of the United States.

### 3. Debarment and Suspension Certification

- a. By signing this Grant, the Grantee/Grantee agrees to comply with applicable federal suspension and debarment regulations including, but not limited to 7 CFR Part 3017, 45 CFR 76, 40 CFR 32 or 34 CFR 85.
- b. By signing this Grant, the Grantee certifies to the best of its knowledge and belief, that it and its principals:
  - (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal department or agency;
  - (2) Have not within a three-year period preceding this application/proposal/agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in Paragraph b(2) herein; and
  - (4) Have not within a three-year period preceding this application/proposal/agreement had one or more public transactions (Federal, State or local) terminated for cause or default.

- (5) Shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under federal regulations (i.e., 48 CFR part 9, subpart 9.4), debarred, suspended, declared ineligible, or voluntarily excluded from participation in such transaction, unless authorized by the State.
- (6) Will include a clause entitled, "Debarment and Suspension Certification" that essentially sets forth the provisions herein, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- c. If the Grantee is unable to certify to any of the statements in this certification, the Grantee shall submit an explanation to the CDPH Program Contract Manager.
- d. The terms and definitions herein have the meanings set out in the Definitions and Coverage sections of the rules implementing Federal Executive Order 12549.
- e. If the Grantee knowingly violates this certification, in addition to other remedies available to the Federal Government, the CDPH may terminate this Agreement for cause or default.

#### **4. Covenant Against Contingent Fees**

The Grantee warrants that no person or selling agency has been employed or retained to solicit/secure this Grant upon an agreement of understanding for a commission, percentage, brokerage, or contingent fee, except *bona fide* employees or *bona fide* established commercial or selling agencies retained by the Grantee for the purpose of securing business. For breach or violation of this warranty, CDPH shall have the right to annul this Grant without liability or in its discretion to deduct from the Grant price or consideration, or otherwise recover, the full amount of such commission, percentage, and brokerage or contingent fee.

#### **5. Air or Water Pollution Requirements**

Any federally funded grant and/or subgrants in excess of \$100,000 must comply with the following provisions unless said grant is exempt under 40 CFR 15.5.

- a. Government Grantees agree to comply with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act [42 U.S.C. 1857(h)], section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15).
- b. Institutions of higher education, hospitals, nonprofit organizations and commercial businesses agree to comply with all applicable standards, orders, or requirements issued under the Clean Air Act (42 U.S.C. 7401 et seq.), as amended, and the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.), as amended.

#### **6. Lobbying Restrictions and Disclosure Certification**

(Applicable to federally funded grants in excess of \$100,000 per Section 1352 of the 31, U.S.C.)

##### **a. Certification and Disclosure Requirements**

- (1) Each person (or recipient) who requests or receives a grant, subgrant, which is subject to Section 1352 of the 31, U.S.C., and which exceeds \$100,000 at any tier, shall file a certification (in the form set forth in Attachment 1, consisting of one page, entitled "Certification Regarding Lobbying") that the recipient has not made, and will not make, any payment prohibited by Paragraph b of this provision.
- (2) Each recipient shall file a disclosure (in the form set forth in Attachment 2, entitled "Standard Form-LLL 'disclosure of Lobbying Activities'") if such recipient has made or has agreed to make any payment using nonappropriated funds (to include profits from any covered federal action) in connection with a grant or any extension or amendment of that grant, which would be prohibited under Paragraph b of this provision if paid for with appropriated funds.
- (3) Each recipient shall file a disclosure form at the end of each calendar quarter in which there occurs any event that requires disclosure or that materially affect the accuracy of the information contained in any disclosure form previously filed by such person under Paragraph a(2) herein. An event that materially affects the accuracy of the information reported includes:

- (a) A cumulative increase of \$25,000 or more in the amount paid or expected to be paid for influencing or attempting to influence a covered federal action;
  - (b) A change in the person(s) or individuals(s) influencing or attempting to influence a covered federal action; or
  - (c) A change in the officer(s), employee(s), or member(s) contacted for the purpose of influencing or attempting to influence a covered federal action.
- (4) Each person (or recipient) who requests or receives from a person referred to in Paragraph a(1) of this provision a grant or subgrant exceeding \$100,000 at any tier under a grant shall file a certification, and a disclosure form, if required, to the next tier above.
- (5) All disclosure forms (but not certifications) shall be forwarded from tier to tier until received by the person referred to in Paragraph a(1) of this provision. That person shall forward all disclosure forms to CDPH Program Contract Manager.

b. Prohibition

Section 1352 of Title 31, U.S.C., provides in part that no appropriated funds may be expended by the recipient of a federal contract or agreement, grant, loan, or cooperative agreement to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract or agreement, the making of any federal grant, the making of any federal loan, entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract or agreement, grant, loan, or cooperative agreement.

7. **Additional Restrictions**

Grantee shall comply with the restrictions under Division F, Title V, Section 503 of the Consolidated Appropriations Act, 2012 (H.R. 2055), which provides that:

“SEC. 503.(a) No part of any appropriation contained in this Act or transferred pursuant to section 4002 of Public Law 111–148 shall be used, other than for normal and recognized executive-legislative relationships, for publicity or propaganda purposes, for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the Congress or any State or local legislature or legislative body, except in presentation to the Congress or any State or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government, except in presentation to the executive branch of any State or local government itself.

(b) No part of any appropriation contained in this Act or transferred pursuant to section 4002 of Public Law 111–148 shall be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before the Congress or any State government, State legislature or local legislature or legislative body, other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a State, local or tribal government in policymaking and administrative processes within the executive branch of that government.

(c) The prohibitions in subsections (a) and (b) shall include any activity to advocate or promote any proposed, pending or future Federal, State or local tax increase, or any proposed, pending, or future requirement or restriction on any legal consumer product, including its sale or marketing, including but not limited to the advocacy or promotion of gun control.”

## 8. Human Subjects Use Requirements

(Applicable only to federally funded agreements in which performance, directly or through a subcontract/subaward, includes any tests or examination of materials derived from the human body.)

By signing this Agreement, Contractor agrees that if any performance under this Agreement or any subcontract or subagreement includes any tests or examination of materials derived from the human body for the purpose of providing information, diagnosis, prevention, treatment or assessment of disease, impairment, or health of a human being, all locations at which such examinations are performed shall meet the requirements of 42 U.S.C. Section 263a (CLIA) and the regulations thereunder.

## 9. Financial and Compliance Audit Requirements

By signing this Agreement, the Contractor/Subcontractor agrees to abide by all requirements specified in 2 CFR 200 *et seq.*, 2 CFR *et seq.*, as applicable, including but not limited to obtaining an annual audit, and any subsequent federal regulatory additions or revisions.

- a. The definitions used in this provision are contained in Section 38040 of the Health and Safety Code, which by this reference is made a part hereof.
- b. Direct service contract means a contract or agreement for services contained in local assistance or subvention programs or both (see Health and Safety [H&S] Code section 38020). Direct service contracts shall not include contracts, agreements, grants, or subventions to other governmental agencies or units of government nor contracts or agreements with regional centers or area agencies on aging (H&S Code section 38030).
- c. The Contractor, as indicated below, agrees to obtain one of the following audits:
  - (1) If the Contractor is a nonprofit organization (as defined in H&S Code section 38040) and receives \$25,000 or more from any State agency under a direct service contract or agreement; the Contractor agrees to obtain an annual single, organization wide, financial and compliance audit. Said audit shall be conducted according to Generally Accepted Auditing Standards. This audit does not fulfill the audit requirements of Paragraph c(3) below. The audit shall be completed by the 15th day of the fifth month following the end of the Contractor's fiscal year, **and/or**
  - (2) If the Contractor is a nonprofit organization (as defined in H&S Code section 38040) and receives less than \$25,000 per year from any State agency under a direct service contract or agreement, the Contractor agrees to obtain a biennial single, organization wide financial and compliance audit, unless there is evidence of fraud or other violation of state law in connection with this Agreement. This audit does not fulfill the audit requirements of Paragraph c(3) below. The audit shall be completed by the 15th day of the fifth month following the end of the Contractor's fiscal year, **and/or**
  - (3) If the Contractor is a State or Local Government entity or Nonprofit organization (as defined in 2CFR Part 200) and expends \$750,000 or more in Federal awards, the Contractor agrees to obtain an annual single, organization wide, financial and compliance audit according to the requirements specified in 2CFR Part 200. An audit conducted pursuant to this provision will fulfill the audit requirements outlined in Paragraphs c(1) and c(2) above. The audit shall be completed by the end of the ninth month following the end of the audit period. The requirements of this provision apply if:
    - (a) The Contractor is a recipient expending Federal awards received directly from Federal awarding agencies, or
    - (b) The Contractor is a subrecipient expending Federal awards received from a pass-through entity such as the State, County or community based organization.
  - (4) If the Contractor submits to CDPH a report of an audit other than a single audit, the Contractor must also submit a certification indicating the Contractor has not expended \$750,000 or more in federal funds for the year covered by the audit report.

- d. Two copies of the audit report shall be delivered to the CDPH program funding this Agreement. The audit report must identify the Contractor's legal name and the number assigned to this Agreement. The audit report shall be due within 30 days after the completion of the audit. Upon receipt of said audit report, the CDPH Program Contract Manager shall forward the audit report to CDPH's Audits and Investigations Unit if the audit report was submitted under Section 16.c(3), unless the audit report is from a City, County, or Special District within the State of California whereby the report will be retained by the funding program.
- e. The cost of the audits described herein may be included in the funding for this Agreement up to the proportionate amount this Agreement represents of the Contractor's total revenue. The CDPH program funding this Agreement must provide advance written approval of the specific amount allowed for said audit expenses.
- f. The State or its authorized designee, including the Bureau of State Audits, is responsible for conducting agreement performance audits which are not financial and compliance audits. Performance audits are defined by Generally Accepted Government Auditing Standards.
- g. Nothing in this Agreement limits the State's responsibility or authority to enforce State law or regulations, procedures, or reporting requirements arising thereto.
- h. Nothing in this provision limits the authority of the State to make audits of this Agreement, provided however, that if independent audits arranged for by the Contractor meet Generally Accepted Governmental Auditing Standards, the State shall rely on those audits and any additional audit work and shall build upon the work already done.
- i. The State may, at its option, direct its own auditors to perform either of the audits described above. The Contractor will be given advance written notification, if the State chooses to exercise its option to perform said audits.
- j. The Contractor shall include a clause in any agreement the Contractor enters into with the audit firm doing the single organization wide audit to provide access by the State or Federal Government to the working papers of the independent auditor who prepares the single organization wide audit for the Contractor.
- k. Federal or state auditors shall have "expanded scope auditing" authority to conduct specific program audits during the same period in which a single organization wide audit is being performed, but the audit report has not been issued. The federal or state auditors shall review and have access to the current audit work being conducted and will not apply any testing or review procedures which have not been satisfied by previous audit work that has been completed.

The term "expanded scope auditing" is applied and defined in the U.S. General Accounting Office (GAO) issued Standards for *Audit of Government Organizations, Programs, Activities and Functions*, better known as the "yellow book".

## 10. Audit and Record Retention

(Applicable to agreements in excess of \$10,000.)

- a. The Contractor shall maintain books, records, documents, and other evidence, accounting procedures and practices, sufficient to properly reflect all direct and indirect costs of whatever nature claimed to have been incurred in the performance of this Agreement, including any matching costs and expenses. The foregoing constitutes "records" for the purpose of this provision.
- b. The Contractor's facility or office or such part thereof as may be engaged in the performance of this Agreement and his/her records shall be subject at all reasonable times to inspection, audit, and reproduction.
- c. Contractor agrees that CDPH, the Department of General Services, the Bureau of State Audits, or their designated representatives including the Comptroller General of the United States shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, the Contractor agrees to include a similar right of the State to audit records and

interview staff in any subcontract related to performance of this Agreement. (GC 8546.7, CCR Title 2, Section 1896).

- d. The Contractor shall preserve and make available his/her records (1) for a period of three years from the date of final payment under this Agreement, and (2) for such longer period, if any, as is required by applicable statute, by any other provision of this Agreement, or by subparagraphs (1) or (2) below.
  - (1) If this Agreement is completely or partially terminated, the records relating to the work terminated shall be preserved and made available for a period of three years from the date of any resulting final settlement.
  - (2) If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the three-year period, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular three-year period, whichever is later.
- e. The Contractor shall comply with the above requirements and be aware of the penalties for violations of fraud and for obstruction of investigation as set forth in Public Contract Code § 10115.10, if applicable.
- f. The Contractor may, at its discretion, following receipt of final payment under this Agreement, reduce its accounts, books and records related to this Agreement to microfilm, computer disk, CD ROM, or other data storage medium. Upon request by an authorized representative to inspect, audit or obtain copies of said records, the Contractor and/or Subcontractor must supply or make available applicable devices, hardware, and/or software necessary to view, copy and/or print said records. Applicable devices may include, but are not limited to, microfilm readers and microfilm printers, etc.
- g. The Contractor shall, if applicable, comply with the Single Audit Act and the audit reporting requirements set forth in Title 2 of the Code of Federal Regulations, Part 200 (2CFR Part 200).

#### **11. Federal Requirements**

Grantor agrees to comply with and shall require all subgrantees, if any, to comply with all applicable Federal requirements including but not limited to the United States Code, the Code of Federal Regulations, the Funding Opportunity Announcement, the Notice of Award, the funding agreement, and any memoranda or letter regarding the applicable Federal requirements.

STATE OF CALIFORNIA  
CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

**CERTIFICATION REGARDING LOBBYING**

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making, awarding or entering into of this Federal contract, Federal grant, or cooperative agreement, and the extension, continuation, renewal, amendment, or modification of this Federal contract, grant, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency of the United States Government, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities" in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subGrantees, subgrants, and contracts under grants and cooperative agreements) of \$100,000 or more, and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S.C., any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

County of Los Angeles, Department of Public Health,  
Nutrition Program

\_\_\_\_\_  
Name of Grantee

Cynthia A. Harding

\_\_\_\_\_  
Printed Name of Person Signing for Grantee

16-10148

\_\_\_\_\_  
Contract / Grant Number

\_\_\_\_\_  
Signature of Person Signing for Grantee

\_\_\_\_\_  
Date

Interim Director

\_\_\_\_\_  
Title

After execution by or on behalf of Grantee, please return to:

California Department of Public Health  
Program  
P.O. Box 997377, MS 7204  
Sacramento, CA 95899-7377  
Attention: Noe Puente

CDPH reserves the right to notify the Grantee in writing of an alternate submission address.



## Attachment 2

**CERTIFICATION REGARDING LOBBYING**

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352  
(See reverse for public burden disclosure)

Approved by OMB  
0348-0046

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: Year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b>  <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier ____, if known:  Congressional District, If known:	<b>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</b>   Congressional District, If known:	
<b>6. Federal Department/Agency</b>	<b>7. Federal Program Name/Description:</b>  CDFA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b>  \$	
<b>10.a. Name and Address of Lobbying Registrant</b> <i>(If individual, last name, first name, MI):</i>	<b>b. Individuals Performing Services</b> <i>(including address if different from 10a. (Last name, First name, MI):</i>	
<b>11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. required disclosure shall be subject to a not more than \$100,000 for each such failure.</b>	<b>Signature:</b> _____	
	<b>Print Name:</b> _____	
	<b>Title:</b> _____	
	<b>Telephone No.:</b> _____ <b>Date:</b> _____	
<b>Federal Use Only</b>		Authorized for Local Reproduction Standard Form-LLL (Rev. 7-97)

**INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES**

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

CCC-307

**CERTIFICATION**

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i> Los Angeles County Department of Public Health		<i>Federal ID Number</i> 95-6000927
<i>By (Authorized Signature)</i>  		
<i>Printed Name and Title of Person Signing</i> Cynthia A. Harding, Interim Director		
<i>Date Executed</i>  	<i>Executed in the County of</i> Los Angeles	

**CONTRACTOR CERTIFICATION CLAUSES**

1. **STATEMENT OF COMPLIANCE:** Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

2. **DRUG-FREE WORKPLACE REQUIREMENTS:** Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the

certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lesser of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at [www.dir.ca.gov](http://www.dir.ca.gov), and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations,

or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts over \$100,000 executed or amended after January 1, 2007, the contractor certifies that contractor is in compliance with Public Contract Code section 10295.3.

## **DOING BUSINESS WITH THE STATE OF CALIFORNIA**

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.

2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.

2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.

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Los Angeles County Chief Executive Office  
Grant Management Statement for Grants Exceeding \$100,000

Department: Public Health – Public Health

Grant Project Title and Description

Supplemental Nutrition Assistance Program – Education Project

Funding Agency California Department of Public Health /United States Department of Agriculture	Program (Fed. Grant #State Bill or Code #) Grant Agreement (GA) Number 16-10148	Grant Acceptance Deadline
---	--	---------------------------

Total Amount of Grant Funding: \$42,793,971

County Match Requirements: N/A

Grant Period

Begin Date: October 1, 2016

End Date: September 30, 2019

Number of Personnel Hired Under this Grant: 48 Full Time

4 Part Time

**Obligations Imposed on the County When the Grant Expires**

Will all personnel hired for this program be informed this is a grant funded program? Yes ☒ No ☐

Will all personnel hired for this program be placed on temporary "N" items? Yes ☐ No ☒

Is the County obligated to continue this program after the grant expires Yes ☐ No ☒

If the County is not obligated to continue this program after the grant expires, the Department will:

a). Absorb the program cost without reducing other services Yes ☒ No ☐

b). Identify other revenue sources Yes ☐ No ☒

(Describe)

c). Eliminate or reduce, as appropriate, positions/program costs funded by this grant Yes ☒ No ☐

Impact of additional personnel on existing space: None.

Other requirements not mentioned above: None

Date

Department Head Signature